

Library Building Committee
Minutes
May 29, 2014
TML Maine Room, 4:00pm

Present: Molly MacAuslan, Frank Governali, Kate Williams-Hewitt, Martha Palmer, Kathy Ray, Derek Converse, Dick Reed, Cynthia Loebenstein, Kelly Hasson, Jay Scherma. Absent: Greg Marles.

Call to order: 4:12 p.m.

- 1) Approval of Meeting Minutes: May 16, 2014 - approved
- 2) Tucker Pillsbury & Video Project: Tucker (20 Minutes) - Tucker presented his Video Project and all agreed it was beautiful work.
- 3) Transition: Jay (5 minutes) - Jay shared that the Spurwink School Building has turned out to be the best option to use as the temporary site. Michael McGovern has asked Reed and Co. to make a proposal for architectural services for what is needed to make the old original TML the temporary home of the library.
- 4) Input & Outreach: Martha (10 minutes) - Martha reviewed the agenda of her June training for volunteers who are interested in learning more and sharing out the Library's work. Tucker's video will be posted on the town website for public viewing. A brochure for the library work was reviewed to ensure that the content covered the work up to date.
- 5) Budget: Frank (5 minutes) - Frank reviewed the budget to date.
- 6) Naming Opportunities/Foundation/Capital Campaign: Frank (10 minutes) - Frank reviewed work done to date and will share his groups report with Reed and Co. who will incorporate the details into the plan. Frank communicated that he has been in touch with Welch Stencil Co. They are currently working with other library projects in the state on signage. We agreed that a tour of their facility would be helpful. A visit will be planned. Frank reminded us that any Naming Policy that we agree to with the TMLF would need final approval by the Town Council.
- 7) Presentation on Site Plan & Planning Board Submission: Dick & Cynthia (30 minutes) - Cynthia and Dick reviewed the outside rendering and the submissions for the next Planning Board meeting. The submissions need to be in the morning of May 30th. Details from a pre-planning meeting with Maureen O'Meara were reviewed. There needs to be a table of content, the owner needs to be identified as Cape Elizabeth, boundaries and property line need to be highlighted in bold, title information needs to be documented in the written report. The correct phrase for the grass area lot is Reserve for Future Parking and Lawn. 37 parking spaces are needed for the planning board submission, this plan shows 53 with 3 handicapped spaces.
- 8) Interiors Presentation: Dick, Cynthia & Nadine (20 minutes) - Postponed
- 9) Estimated Project Budget Update: Derek (5 minutes) - Derek has kept records and will have more to report in future meetings.
- 10) Project Presentation for Volunteers: Thursday, June 5, 2014 @ 6:30 p.m. in TML's Community Room
- 11) Next LBC Meeting Date: Thursday, June 12, 2014 @ 4:00 pm (TML, Maine Room)
- 12) Adjournment: 6.21p.m.

Submitted by: Kate Williams-Hewitt