

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

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

Call to order: 4:08pm

- 1) Approval of Meeting Minutes: June 12, 2014 & June 19, 2014  
Postponed to next meeting
- 2) Interior design revisions: Nadine (30 minutes)  
Nadine reviewed interior design elements from feedback from past meetings.
  - Mr. Thomas's Bust and window elements incorporated into the fireplace. If team likes it, she will work on design scale. This would be reusing the window treatment from outdoors. It is a unique detail. We like the small piece of wood on the mantle and stone on the inside of the fireplace.
  - Douglas Fir paneling with matte finish will be used for the walls in the entrance lobby. Dockside Grill Restaurant in Falmouth has this paneling as an example. The committee had concerns about the grain and amount used. When you stain it, the wood grain will jump out. Derek assured that we can make final decision as the space is worked on and can hold the final decision till then. Interior details would be considered within reference to the budget, ensure that we were working within the budget for the project.
  - The donor wall will be placed here. Nadine shared that the donor wall will look complete for this project and can also be worked to include another project in the future.
  - Signage was reviewed.
  - Reviewed acoustic tile pictures for the young adult room.
  - Discussed walk off systems that would keep outside water, dirt, salt out of the building.
- 3) Furnishing budget: Nadine (10 minutes)  
Nadine shared a draft furniture budget. It will be adjusted as we move forward with the budget work. Technology budget will be added at the next meeting.
- 4) Planning Board update: Cynthia (5 minutes)  
The Site Plan was deemed complete by the planning board with some adjustments in storm water, CMP work, and tree work. Next meeting is July 17th -- it is a public hearing.
  - Discussed that the Town Manager approved that Pullman Road can be used as access to the temporary library. Signage for traffic will need to be set up. DEP approval will need to be met.
- 5) Sustainability: Dick (5 minutes)  
Dick updated committee on sustainability efforts. He will update the LEED check list and put it on the website in August.
- 6) Spurwink School update: Jay (10 minutes)  
Will be discussed at our next meeting.
- 7) Input & Outreach: Martha (10 minutes)

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Next events will be Strawberry Festival and Tuesday, July 1st, 2014 night picnic on Library front lawn.

- 8) Budget: Derek (15 minutes)  
We reviewed handout of budget line by line. Michael, Molly, Dick and Derek will meet to plan what will be needed for the August 11, 2014 Town Council meeting.
- 9) Naming Opportunities/Foundation/Capital Campaign: Frank (15 minutes)  
Review Donor wall, Review Donor numbers, and Review names of Donor Spaces.
- This will be presented to and then voted by the Town Council.
  - Frank will take LBC's feedback to the Naming Committee and then recommend a final version to the building committee for one final opportunity to comment on the document.
  - The building committee voted to accept the final naming document in principal and authorized Frank to make any final edits and present the proposal at the next town council meeting on July 14, 2014.
- 10) Revision of proposed future meeting dates: Jay (5 minutes)  
Dick reviewed schedule of bidding for August. Michael, Molly, Derek and Dick will meet to ensure that details are finalized for the town council meeting August 11, 2014.
- 11) Future Meetings:
- a) Molly, Michael, Derek, Cynthia and Dick Tuesday, July 1st 2014 @ 2:00
  - b) Building Committee Meeting July 10, 2014 @ 4:00 pm
  - c) Building Committee Meeting August 5, 2014 @ 1:00 pm
  - d) Building Committee Meeting August 7, 2014 @ 4:00 pm
  - e) Town Council Meeting August 11, 2014 @ 7:00pm
- 12) Next LBC Meeting Date: Thursday, July 10, 2014 @ 4:00 pm (TML, Maine Room)
- 13) Adjournment: 7:03 pm

Draft minutes prepared by:  
Kate Williams-Hewitt

#### Citizen Participation at Meetings & Workshops

Library Building Committee Meetings and workshops: The purpose of monthly meetings and occasional workshops is primarily for the Library Building Committee to conduct the business of the Committee in accordance with its Charge from the Town Council. Prior to Committee discussion on any item, members of the public may speak on each agenda item for not more than three minutes each and up to a total of 15 minutes. If there are more speakers than the time available, the Chair of the Committee may allocate the speaking time in order to balance the debate. The public will also be afforded an opportunity to speak, using the above guidelines, at the conclusion of each meeting.