

Library Building Committee  
Minutes  
August 19, 2014  
TML Maine Room, 4:00pm

In Attendance: Molly MacAuslan, Chair, Frank Governali, Kate Williams-Hewitt, Kelly Hassan, Greg Marles, Jay Scherma, Derek Converse, Nadine Cole, Cynthia Loebenstein, Dick Reed

Absent: Martha Palmer, Kathy Ray

Call to order: 4:04PM

- 1) Approval of Meeting Minutes: August 7, 2014 – unanimous.
- 2) Children’s Discovery Space Update: Cynthia & Dick (5 minutes)  
The Committee reviewed plans for the Discovery Space. A meeting will be scheduled with Children's Librarian and parents following a library program to seek parents thought and ideas on space
- 3) Update on Sustainability Statement: Dick (5 minutes)  
Item moved to a future meeting.
- 4) Discussion of Budget and Value Engineering Recommendations: Derek (60 minutes)
  - a) Review latest GMP budget  
Derek submitted his latest draft of the Owners Budget and a preliminary list of Value Engineering options. Derek reviewed the budget line-by-line answering questions.
    - Highlights include: The Moving Costs / Spurwink School Preparation will be carried elsewhere because the building will not be used as the library in the long run.
    - Committee members stated that they would like the Owners Contingency to be at a higher percentage than presented in draft because of the unknown nature of current building and job site.
    - Members stated that they would like to see total square foot price at \$215.
  - b) Review VE list  
Derek then reviewed the VE Options line by line and explained the choices.
    - Reviewed the idea of reusing the old school doors (found in the PC Annex attic) as wainscoting in the Large Program Space. We will look to see if there is a savings built in by recycling or not. At this time, there appears not to be a cost benefit.
    - Lighting is a perfect example of what the team will re examine with vendors to bring the cost of the program down while reviewing maintenance and warranties.
    - Pacific Columns’ catalog will be evaluated to see if they carry a product that will work structurally and will match the building design.
    - Dick/Cynthia gave an additional handout showing potential cost reduction items.
- 5) FF&E Update: Nadine (15 minutes)  
Moved this topic to future date to include feedback from staff.
- 6) Building Finishes & Design Elements (Presentation w/ Pictures): Nadine (??? Interim Mtg, 2 hrs.)  
Nadine shared drawings stating that these are preliminary drawings. Nadine will be presenting specific design after meeting with TML staff in future meeting.
- 7) LBC Input & Outreach: Martha (5 minutes)  
Item postponed to future date.
- 8) Naming Opportunities/Foundation/Capital Campaign Update: Frank (5 minutes)  
Item postponed to future date.
- 9) Status of Joint LBC/TMLF Capital Campaign Outreach Initiative: Frank & Martha (15 minutes)  
Item postponed to future date.

Library Building Committee  
Minutes  
August 19, 2014  
TML Maine Room, 4:00pm

10) Other

- Staff meeting to review work space and layout w/ Nadine on Thursday, August 21, 2014 @ 9:30AM
- September 11, 2014 meeting w/ parents about Children's Discovery Space -- Coordinate with Rachel about time.
- No other topics discussed.

11) Next Meeting Date: Friday, Sept. 5, 2014 @ 4:00 pm (TML, Maine Room)

12) Adjournment: 7:00PM

**Future LBC Meetings Dates:**

September 16\* - 4PM

October 2 – 4PM

October 14\* - 4PM

October 30 – 4PM

\* Meeting date out of sequence to avoid TML Trustees Meetings

Draft notes submitted by: Kate Williams- Hewitt

DRAFT