

Meredith Public Library
Board of Trustees Meeting
Special Meeting-July 24, 2015

Meeting called to order at: 1:01 PM

In attendance: Duncan McNeish, Pam Coburn, Beverly Heyduk, Miller Lovett, Jane Ramsay, Ann Butler.

Others Present: Erin Apostolos (library director), Matthew Gunby (administrative assistant), Christopher Leland (assistant director)

- I. Introduction of new trustee Jane Ramsay.

- II. Review of Miller Lovett's Document "Plan for Proceeding with the Study/Decision Process to Enable Decisions" (Please be sure to read this prior to the meeting.)
 - a Evolving presentation throughout process.
 - b Presentations have been made to Friends of the Library and Rotary in previous stages.
 - c Creation of development committee. Input on who to include in this from Jackie Bonafide's paper.
 - d No desire to redo a Master Plan, value in moving forward with the data that is currently collected.
 - e Draft showing the various steps between where the library is now and when building actually starts (new or renovations to current building).
 - f Value in eliminating some options that are not feasible, but also a need to keep the town involved through each step.

- III. Review of Tom Ladd's Report-Charting what we have versus what we need
 - a Greatly increased number of parking spaces.
 - b Increase in the square feet of usable space in the library.
 - i Meeting room, study rooms, staff space.
 - c Modeling based upon building plan done by an architect was the intent of building plan.
 - d Access a major consideration. Shelves need to be able to be reached, and floors must be able to be wheel chair accessible.

- IV. Brainstorming Plan of Action
 - a Overview of exactly what is wanted/needed.
 - b Making need known could invite possible parties interested in selling land.
 - c Erin Apostolos will bring building plan (particularly pages 22 to 23) to staff meeting to discuss areas where the library is not currently addressing needs.
 - d Flexible space both for the building itself and for individual rooms. Walls that can be expanded upon, partitions, etc.
 - e Plot plans of adjacent lots.

- f Costs for repairs, maintenance and staffing needs to be considered for any building location.
 - g Creating a committee with 2-3 members to write a draft of the overall plan, receiving input from all of the board members. Erin Apostolos, Beverly Heyduk, Miller Lovett and Matthew Gunby will be on this committee.
 - h Need to investigate handicap access.
- V. Assign Tasks (such as: Tax assessments for properties, cost of blasting ledge, possible sites in town, how much land is needed for 70 parking spaces plus library building, contacting Baptist Church, etc.). Tabled.

VI. Baptist Church update: Duncan McNeish spoke to Rick Ippolito and the pastor with regards to property. Possibility of meeting between Baptist Church Council and members of the Board of Trustees. Building is not part of historic register. Duncan McNeish will follow-up with them in the next few weeks.

VII. Motion to seal minutes from July 14th executive session. Motion carries.

VIII. Boards behind gutter were taken down. Significantly more of the masonry than initially budgeted for needs to be worked on. Only on the west side of building has this been found. Request for change order, six courses of brick need to be fixed and seam repaired. \$9,480 current price. Currently covered in town budget. Moved by Ann Butler seconded by Duncan McNeish to accept new cost. Motion carries.

IX. Motion to adjourn made at 2:23 by Duncan McNeish, seconded by Beverly Heyduk. Motion carries.

Next meeting: Tuesday, August 11, 2015

Duncan McNeish
 Pam Coburn
 Beverly Heyduk
 Miller Lovett
 Jane Ramsay
 Ann Butler

The block contains four handwritten signatures in black ink, corresponding to the names listed to the left. From top to bottom, they are: Pam Coburn, Beverly Heyduk, Jane Ramsay, and Ann Butler. The signatures are written in a cursive style.