

# LIBRARY BOARD OF TRUSTEES – LANGDON LIBRARY, NEWINGTON, NH

## AGENDA/MINUTES –Building Planning Meeting

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Date: 6/4/13 Time: 6:03PM - 8:05PM

Attendees: Steve Bush, Scott Campbell, Lee Lamson, Gup Knox, Melissa Prefontaine, Theresa Tomlinson, Jack O'Reilly @ 7 PM, Grace Simms, Ron Lamarre by phone (6:24PM-7:30PM), Gail Pare @ 7 PM

Minutes/Notes Taken By: Lee Lamson

Item	Discussion & Decision
Review of minutes	Motion to accept minutes for 5-21-13 by Melissa Seconded by Gup Vote unanimous  Minutes of 5/28/13 require correction.
Land	Working with Selectmen to ensure that legal parameters are being met considering land use for/around library. Will continue to discuss as needed
Interior	Interior finishes – wood slats on wall to right of circulation desk will hold magazines and newspapers. There will be an 18” shelf above the wall for art and ceramics display. The storage room will be a fireproof room. In the staff and director offices – windows will be 18” above the floor. Window interiors will be painted steel frames. (Outside windows will be wrapped in wood.) .
Parking	Parking was discussed again at the Planning Board meeting on June 3. It has been noted that the desired alternate parking plan is not within our GMP. Will discuss with Selectmen on the 17 <sup>th</sup> .
Granite	Cost is \$147 per linear foot. 3” wide for granite (around foundation). Due to the slight changes in the design/placement of the exterior brick out front of the addition, the budget does not accommodate granite around the entire front. Discussed the esthetics of having granite on the old building versus some granite on the new building and exposed concrete foundation on the rest. An alternative would be to use the faux (concrete) granite (Sholdice) for entire front of addition, extending around the side. Ron will continue to obtain cost estimates so that a final decision can be made

Light fixtures	Reviewed previously shown interior light fixtures. All agree that the schoolhouse lights are preferable. Compact fluorescent bulbs will be used to reduce operating costs. Discussed potential exterior lights. Will email options to group for online discussion/voting.
Rain Garden	Alison Watts from the UNH rain garden grant program will come on June 18 with additional information. Requires \$6500 of either money or volunteer time from Newington. Hours spent on phone calls, etc. count toward that amount. Will email invite the HDC and the Conservation Commission to join us on the 18th.
Furniture	Ron met twice with staff last week to discuss furniture/equipment needs. Ron will ask Chip of Hagy of Tucker Interiors for prices on library shelves, etc..
History collection area	Glass wall will enclose the current children's area for secure storage and use of old materials and to provide soundproofing/enclosure of the room. Location of wall and doors requires further discussion.
Fundraising	Meeting with Sandi Mitchell, fundraising consultant, on June 11 at 6 pm. Ron will not attend. From previous phone discussions with her, she recommends: Develop a menu of naming rights Visit businesses in person –NOT just a letter. Sell 'bricks' at the end for small money. If sold early, potential big donors may feel that they have made their contribution. Bricks allow everyone to participate eventually.
Letterhead	We need to pay Martin for his time, etc. to date. For the time being we will print the logo on letters via computer rather than purchase expensive letterhead paper.
Next meetings:	Tuesday, June 11 – 6 pm- Fundraising consultant Monday, June 17 <sup>th</sup> @ 6:30 PM Meeting with Selectmen to discuss Clerk of the Works, bill-paying procedures, employee pay issues Tuesday, June 18 <sup>th</sup> - Building Planning Meeting @ 6 PM, UNH Rain Garden discussion @ 7 PM (including HDC, Conservation Commission) Tuesday, June 25 <sup>th</sup> @ 6 PM- Regular monthly business meeting
Meeting adjourned	Motion to adjourn at 8:05 PM by Melissa Second by Gup Accepted unanimously


Accepted