

LIBRARY BOARD OF TRUSTEES – LANGDON LIBRARY, NEWINGTON, NH

AGENDA/NOTES – LRP/Architect/CM WORK SESSION

Date: 11/29/12 **Time:** 6:00 PM- 8:50 PM

Attendees: Scott Campbell, Steve Bush, Gup Knox, Lee Lamson, Grace Simms (until 8:30 PM), Melissa Prefontaine, Jon Lamson, Gail Klanchesser (until 7:45 PM), Ron Lamarre, Jeff Parks

Notes taken by: Melissa Prefontaine

Item	Discussion & Decision	F/U Needed	Key Contact
Building Update	Ron reviewed revised plans based on community feedback. Space design includes more combined/multi-use space and the elimination of the “building within a building”, which allows for increased space efficiency. Discussed options- 1 with a separate children’s room, 1 without. Trustees support space for the children, as complete elimination of this is only a marginal savings in construction costs, but is a loss to the community needs. Discussed previous conversations with Dale Sylvia (fire chief) and his mandate for a sprinkler and cistern. This will be at a costly addition to the budget. Will be meeting with Selectmen on Monday to discuss overall plans, existing building repair needs, financial affairs, and input for final warrants.	–	–
Grants	A new grant has become available (literally within the last week) that is being targeted specifically for libraries. Scott, Lee, and Steve will look into this and will coordinate with Tom for the application process.	Look into grants	Lee, Steve
Trust Funds	Kate DeForest sent email that she and Elise will be meeting with the AG’s office next week to discuss our trust fund situation and propose possible solutions. They are aware of our desires in terms of how to organize the funds and regarding the status of the needed library repairs to the existing building.	–	–
Fire Suppression	Continued discussion regarding need for sprinklers in addition and quite possibly in existing library (regardless if there is an addition). Discussion ensued regarding the size of the water line that is in front of the Library. Gail confirmed (via text with FD) that there is a 6-inch line available on the street and that the fire hydrant up the road (towards the Town shed) is owned by Portsmouth. Jeff will coordinate with Tri-State regarding if testing is required and what their recommendations are going forward. Jeff will be available on Monday at the Selectmen meeting to answer any questions that they may have.	–	–

Fundraising	Discussed the status of the 501 c(3) and the need to immediately begin fundraising. Gail K. created a list of businesses in Newington. Melissa researched what products they offer and updated the spreadsheet on GoogleDoc, indicating products that we may be able to request as donations. Ron will create a menu of building items that donors can choose to donate money or product to. Will coordinate with Ron to start the fundraising process (meeting with businesses).	Coordinate with Ron	Scott, Melissa
Scheduled meetings	Epping (invited) Fundraising Meeting – Tomorrow in Epping at 6:30 PM LRP/Architect/CM – This Thursday, November 29 th @ 6 PM Selectmen/Budget – Monday, December 3 rd @ 6:30PM / post-meeting with <i>LRP/Architect to follow (at Library)</i> Planning Board - Monday, December 10 th @ 6:30 PM / pre-meeting with <i>LRP/Architect/CM @ 5:30 PM (at Library)</i> Budget Comm. – Wednesday, December 12 th @ 7 PM Regular Business Meeting – Monday, December 17 th @ 6 PM / pre-meeting with <i>LRP/Architect @ 5:30 PM</i>	Post *NOTE PRE-AND POST-MEETINGS	Scott