

Minutes of Meeting of Newington Library Board of Trustees

April 22, 2014

Construction Update

Present: Trustees Steve Bush, Melissa Prefontaine, Gup Knox, Lee Lamson. Library Director Scott Campbell. Ron Lamarre via phone (6:30 PM- 7:05 PM)

Called to order by Chair Melissa at 6:08 pm.

Minutes-

- Minutes of meetings April 8 and April 18 were approved as edited.
- Motion by Lee, seconded by Gup. Vote unanimous.

Director's Report –

- The P/T position has been posted.
- The message board spinner has been ordered.
- Foot traffic is heavy, with 70 people on each of the first two open days.
- The quiet rooms are getting a lot of consistent usage.
- LBOT will talk to the Conservation Commission about plants for the rain garden. At UNH, Alison Watts and Jamie Poole. Lee volunteered to be the contact for the CC. Melissa will notify Tom Morgan, project coordinator.
- Need for a bike rack- previous one damaged by plow. Warmer weather is bringing patrons in on their bikes and there is no place to safely put them.
- Scott will attend the NH Library Assoc. Conference for two days this week.

Update with architect-

- Spoke to Ron via Polycom (Ron Lamarre 6:30 PM – 7:05 PM). Repairs in basement to begin. Upon further inspection, the end joists are rotting. One potential solution may be to duplicate the row of support columns, similar to previous repairs. Structural engineer Jeff Nawrocki to re-inspect and provide final solution suggestions. Will discuss further at next meeting.
- Discussed parking lot safety and improved efficiency with parking lot striping of new lot. Ron expressed liability concerns for the library/town if lots not striped. The lot by the Meeting House was previously striped but has faded. There are other lots in the district that have striping.
- Discussed repointing of old building- grant money was anticipated to pay for this. Ron will get quotes for different repointing elements to assist in future planning. Scott has talked to a local mason John Wastrom about repointing. Will review estimates once info from Ron is received.
- Discussed need for bike rack. The former rack was damaged beyond repair by snow plow- it was found after the plowing efforts to accommodate additional parking at funeral at Meeting House. Ron has proposed a bike rack that looks like a hitching post. Will email pictures.

- Blinds have been ordered for south facing windows.
- Ron to assist with RFP's for landscapers.
- Discussed status of construction budget- remains on time and on budget.
- At next meeting (Friday 5/2/14) will plan on a walk thru of the new building to review the punch list, review location of additional outlets, choose remaining furniture items for old building, review design of adult programming room, and review items in the suggestion box.

IT/AV status-

- Scott and Steve leads on this part of the project- TV's are in, computers either in or on order. Currently on time and on budget.
- Will identify additional electrical outlets/AV outlets at next meeting.

HDC-

- Have received minutes and requests from the HDC regarding various exterior items and potential changes.
- Construction will continue according to approved design details as per contract and in with accordance with local and state regulations.

Policies-

- Quiet rooms/break out rooms being heavily used. Will need to develop a policy for room usage and check out of items by non-residents.
- Scott and Melissa will research this and present at future meeting.

Flag holder-

- Discussed need for holder that is easy to use and won't require maintenance. Past holder in the masonry repetitively became loose.
- Steve will create some type of holder this weekend.

Next meetings:

- Will continue to meet on alternating Tuesday evenings and Friday midday.
- Friday- May 2, 2014 @ 11 AM
- Tuesday- May 6, 2014 @ 6 PM

Meeting adjourned at 8:01 PM. Motion by Gup, seconded by Steve. Approved unanimously.

Minutes taken by Lee Lamson and Melissa Prefontaine

ACCEPTED

