

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

## AGENDA/MINUTES –Building Planning Meeting

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Date: 5/21/13 Time: 6:10PM - 8:16 PM

Attendees: Steve Bush, Scott Campbell, Lee Lamson, Nate Fredette, Gup Knox, Melissa Prefontaine, Theresa Tomlinson, Jack O'Reilly, Grace Simms, Ron Lamarre by phone (6:10 –7:40 PM)

Minutes/Notes Taken By: Nathan Fredette

Item	Discussion & Decision
Review of minutes	Motion to accept minutes for 5-14-13 by Nate Seconded by Gup Vote unanimous
Planning Board review	June 3 <sup>rd</sup> meeting tentatively scheduled with Planning Board. An additional meeting(s) will be held with the Selectmen.
Clerk of the Works	Melissa discussed that our Construction Manager is a Construction Manager at Risk. Clerk of the Works is not going to be held liable for any decisions made regarding building construction. A discussion will be held between the Selectmen and the LBOT to go over the details of a COW and a Construction Manager at Risk.
Board and Baten	Gail Pare found a building in one of the history books at the Library showing that a building did exist with board and baten.
Granite	Jeff and Ron will follow up with Brian H.
Lighting	Rockingham electric gave some samples and will hopefully provide the fixtures at cost, but details will be clearer once a decision on lighting is complete for the interior.
Foundation	We can collect the donation without a public hearing as a result of establishing the foundation. Once the foundation gives money to the library then a public hearing is required.

Fundraising strategy	Focusing on the bigger commercial industry in Newington will give us the best opportunity to raise the most money. Sending press release out via email and template for donations for revisions. Suggestion to go to local auto dealer for a potential used car to raffle off.
Spinners	Theresa's husband is willing to allow the LBOT to use his truck to help transport the spinners. Someone will assist with transport and the LBOT requested to at least reimburse mileage and gas. Request to Lenny to see if possible to store the spinners in the garage. Theresa will ask Lenny if it's ok to store spinners at the garage.
Movie Night	Melissa reached out the chair of the rec committee and has yet to hear a response in regards to holding a movie night for Septemberfest. Scott will follow up when he can to the chair. Bug spraying is set up to occur every 2-3 weeks and will occur at the Library twice in June.
Interior	Ceiling options were discussed Ron showed the trustees an option of tin ceilings. Interior lighting discussed – direct lighting, pot lights. A decision on the light fixtures between book rows will be postponed. Flooring options were discussed of kid's room, general area, staff room. Mention of the wall by the kids room to be transparent to assist with line of sight. Discussion of cabinetry in the staff room the option that best suits the staffing needs is low shelving possibly cabinets on wheels below the staff desk area.
Personnel Policies	These will be reviewed at the next regular business meeting.
Next Meetings	Next Regular business meeting @6:00PM 5/28/13 Planning board continued @6:30PM PM 6/3/13
Meeting Adjourn	Motion to adjourn by Melissa Seconded Steve vote unanimous  Meeting Adjourn @ 8:16PM