

Approved Steering Committee/Facility Committee Meeting Minutes

May 26, 2009

Members present: Margaret Bailey, Dave Beinetti, Tom Dooley, Anne Marie Gordon, Laurie Guenther, Blake Held, Charlie Johnson, Bill Lane, Anne Shannon

Guests: Don Hassett, Trevor Harrison, Scott Hemenway, Kelly Jahn

The meeting was called to order at 7:10 pm.

Public Comment

None.

Approval of Agenda

Agenda was approved with minor modification in agenda item order.

Approval of Minutes

Dave motioned to approve, Tom seconded. All in favor; none opposed.

Facilities Update

HBT explained we are at the earliest stage of preliminary design; nothing is final at this point. Tonight's goal is to get direction on which scheme is closest to the direction with which we want to move forward. HBT explained the thinking behind each of two different schemes. The major difference between the two is the location of the large activity room. After lengthy discussion, the group felt it was best to place the large activity room in the existing library structure vs. in the new building.

Another point of discussion involved incorporating the original library building into the overall library plans and how to use this space. The existing floor of the original library is about 4 feet higher than the addition. HBT proposes dropping the floor down to meet the existing floor and using the red door as a feature for a children's area loft. They are proposing this would be a cost saving measure, free up space that would be needed for a lift if we kept the original floor level where it currently is. Dave Beinetti would like additional information before this is pursued further.

HBT displayed two proposed renderings of the outside of the building. A discussion took place about which rendering was more appropriate for our project. The committee chose the rendering which incorporated a stone façade and white clap-board façade to blend with existing structures in the village. Some discussion took place regarding the rooflines, entrances, and park-like setting around the building. For security reasons, one public entrance at the rear of the building was decided upon. This entrance will be set off with architectural details clearly marking the entrance of the building from Monroe Street and Main Street. To accommodate the floor plan of the building and have appropriate pitch for the roof, two portions of the building will be taller.

For the groundbreaking ceremony, HBT will have an external rendering of the new library from the Main Street. There was discussion about also having a general floor plan available to show how the space would be used. This will be an important marketing tool for the capital campaign. For June 20, the site plan layout could be used for additional detail.

HBT will look to the Groundbreaking Ceremony Committee for input on the actual size of the rendering for the unveiling and what additional information will be on the board. The overall board will be 4x8 foot.

Development Committee Update

Committee members are currently attempting to schedule interviews with key capital campaign prospects; a minimum of six feasibility study interviews are targeted for June 17-19. If interviews cannot be secured, a lower-level capital campaign plan will be implemented.

Communications Update

The Groundbreaking Ceremony Committee will meet on May 29 at 1:00 pm to continue developing details: advertising, dignitaries, speakers, photo opportunities, and reception. Current advertising includes library foyer window, Home Video store front, Mendon Meadows (sandwich board by book drop), library website, and bookmarks. Additional ideas were discussed including distributing materials via grocery bags at HFMP and Mendon Meadows, signage at the driveway entrance for 22 N. Main Street, and announcing the ceremony at the Family Fun Run on June 19.

The next Steering Committee meeting will be Tuesday, June 9 at 7 pm.

The meeting adjourned at 9:15 pm.

Respectfully submitted by,
Paula McIntyre