

## **Keene Library Annex Advisory Committee Meeting March 8, 2017**

**Present:** Sally Miller, Chair; Nancy Vincent; Andy Bohannon; Jennifer Bone; Paul Henkel; Paul Ledell; Scott Martin; Kathleen Packard; Judy Putnam. Minutes: Sean Wiley. Guests: Patty Farmer.

**Minutes:** A motion was duly made and seconded to approve the minutes of the February 8, 2017 meeting. Passed unanimously.

**Engelberth Timeline:** The construction company has prepared a timeline for preconstruction, preliminary work, and construction, with a projected finish date of May 25, 2018.

**Alternatives:** the committee went through the list of Alternates (most of which were formerly referred to as deferred maintenance). These list desirable additional work to be done outside of the construction project as outlined for the Library, connector, and annex and include repairing windows in the mansion portion of the Library, replacing carpeting, replacing some HVAC equipment & controls, and replacing some light fixtures and bathroom fixtures. Tappé will further break out the cost of carpeting by floor and area.

In response to a question from Paul Ledell, Nancy said that the Heberton Hall cost center funds that had already been approved to pay for the design work involved in figuring these alternate costs would be reimbursed at the end of the project.

Kathleen asked for clarification about the light and plumbing fixtures. Jennifer explained that the recessed can lights had a tendency to slip from the acoustic tiles. Also that the lighting in the front reading rooms was inadequate. Scott said they were looking at higher efficiency fixtures for the bathrooms. Kathleen asked that they investigate touch-free options.

**Fundraising:** Patty said the Campaign is currently at \$4,262,511, or 85% of goal. The committee continues to meet every month. About 200 people have been contacted and the committee is finding that follow-up contacts are bringing in donations. Further, a number of people have given an additional donation after the announcement of the matching challenge donation. Teen volunteers continue to help, including with a radio ad due to air shortly. There are about 50 registrants for the March 21 NHPR “Exchange on the Road” program about libraries of the 21<sup>st</sup> century that will be held in Heberton Hall.

**Furnishings:** Paul Henkel spoke of tables he saw at Keene State that seemed to invite collaboration because of their shape. Jennifer said Gail had been looking at similar designs. Paul asked about overhead projectors. Construction will put mounts and wiring in place so projectors can be installed, but the equipment itself is not part of the project. Nancy confirmed that we have a couple of charging stations now, and will certainly be thinking about how best to have more, as needed.

Paul asked about getting a plan of the kitchen layout to show to caterers for suggestions.

**Adjournment:** A motion to adjourn was duly made and seconded and approved unanimously.

Respectfully submitted,  
Sean Wiley