

Keene Library Annex Advisory Committee Meeting February 14, 2018

Present: Sally Miller, Chair; Tammy Parrott; Jill Cielinski; Paul Henkel; Med Kopczynski; Paul Leddell; Scott Martin; Kathleen Packard; Jane Pitts. Minutes: Sean Wiley.

Minutes: A motion was duly made and seconded to approve the minutes of the January 10 meeting. Passed unanimously.

Contract 2: Anticipating a potential shortfall in Contract 2 funds, the Trustees voted to cover the difference if needed. Med reported that Andy is working with Engelberth to review costs and determine final details. Tammy said a draft contract might be ready this week.

Construction Committee: Paul Henkel has been attending the Construction Committee meetings. They are informed, among other things, of RFIs (Requests for Information), when some unexpected details or obstruction is encountered, such as a drain pipe that hadn't appeared on plans. Some of these items might incur additional costs, but most do not.

The vendor/installer of the hearing loop has presented options, with the current idea being that the loop be installed in the basement space within the first floor's joists. This will allow easy access should any repair be necessary. Operation of the loop should not be hampered by any outside interference from electric motors, all of which should be far enough away so as not to intrude.

In the temple room, the film projector will be installed in the wall with the false organ pipes. Conduit will be installed for all the A/V cabling, allowing access for future upgrades.

Building (Requisition) Committee: Jane had been attending these meetings, where they have a good process in place for distributing, reviewing, and approving all invoices.

Library Renovation Trust: All goes well. Pledges are coming in.

Dedication: Sally suggested a sub-committee be formed to begin discussing details of a grand opening/dedication. Plaques, naming rooms, creating a program, speakers—there is much to plan ahead of a January 2019 event. The issue of a keynote speaker was raised, with NH state librarian Michael York, former state senator Molly Kelly, and NHPR host and Keene native Laura Knoi suggested as possibilities.

Med asked about the date of the dedication of the original Library building, wondering whether ours might be close to an anniversary date. [Mr. Thayer gave the building to the City May 31, 1889; the dedication was February 28, 1899.]

Med asked whether any art had been donated to be placed in the new parts of the building. So far, none has. Kathleen mentioned some of the policy concerns about what gets accepted and who decides.

Respectfully submitted by Sean Wiley.