

Keene Library Annex Advisory Committee Meeting April 11, 2018

Present: Sally Miller, Chair; Nancy Vincent; Andy Bohannon; Paul Henkel; Paul Leddell; Kathleen Packard; Tammy Parrott; Jane Pitts; Judy Putnam; Chuck Redfern. Minutes: Sean Wiley.

Minutes: A motion was duly made and seconded to approve the minutes of the March 14 meeting. Passed unanimously.

Library Renovation Trust: Judy reports that pledges continue to come in. There are \$4 million in the bank; only \$4000 is late—a remarkably low proportion.

Campaign Cabinet: Appointments are scheduled with eight major donors who might be interested in naming rooms. Any naming of spaces will go through a process that includes the Campaign Cabinet and relevant City approvals.

There will be a donation board acknowledging the approximately 450 donors. A separate board will commemorate the partnership between the City, the Trustees, and the Friends. The committee is working with sign maker Don Healy on ideas. The current thinking is to indicate relative levels of giving using type size, rather than having different named categories of giving.

Dedication Ceremony: The ceremony is slated to take place in January. MoCo Art has offered to bring children to perform a book dance. Sue Henkel and her group might perform. A suggestion was made that we could use backdrops or green screens to allow taking selfies in a range of historical library locations.

The Friends will be on-hand to take people on tours, with Don Wilmeth serving as Dedication Day Performance Coordinator.

Sean will work with Sally on an event program.

A question was raised as to whether the time capsule should be unveiled as part of the dedication, or have its own event.

Contract 2 has been signed and executed. There will be a series of Monday meetings with Engelberth to coordinate work flow and a timeline for construction in the main Library.

Construction Update: Much of the wall framing in the Annex is done, and sheetrock will go up soon. The project is on schedule. There has been a minor setback with the discovery of some oil contaminating soil, but plans for remediation are in place.

Audio-Visual Infrastructure & Hearing Loop: They are installing wiring and conduit now, despite the fact that not all equipment is in the current budget. Having the infrastructure in place will be very helpful. Further, Cheshire TV has offered input about outlets and their cabling requirements.

We are currently planning for FM transmission systems in both Heberton Hall and the second floor performance space. Further, a hearing loop will be wired into Heberton Hall, providing two hearing assistance options.

Time Capsule: Chuck reports that Dave Therrien at Melanson Roofing want to make a nice-looking, publicly visible capsule. Andy suggested a shadow box enclosure be built to secure and display it.

Sean pointed out the difficulty of knowing what a building's needs might be decades hence, and suggested mounting the capsule on an exterior wall.

Respectfully submitted by Sean Wiley.