

Minot-Sleeper Library Meeting November 10, 2010

Trustee: Glenn Dorr, Barbara Greenwood, Wendy Costigan, William Barrett, Nancy Gavalis, George Corrette, Ann Fitzpatrick

Absent: Kerry Mattson

Guests: Michelle Bonsteel, Pat Wilson, Michael Capone, Nate Haselbauer

1. Secretary's Report – Accept minutes as written - Barbara Greenwood 1st, Wendy Costigan 2nd - Passed
2. Treasurer's Report – The bill came from David King -\$5,372.22 – for redesign. Need to have more money transferred to cover that.
3. Librarian's Report –
 - George Corrette has an e-mail change. Debbie Gilbert – updated addresses. I
 - Increase of 10% over last year for library use. Deborah Thouin's laptop died. We have a maintenance agreement. Will cost \$300 to get it fixed. We do have money in an account from our operating budget to cover, will take from one area to another. Motion - Barbara Greenwood – We use \$300 to repair the computer that is always in use. Nancy Gavalis seconded. Passed.
 - Lake's Region Reads Project.– 88 people at the canteen.
 - Bags are full and ready for the brown bag auction
 - Cookie buffet at Masonic Hall – on December 3rd and 4th. Cookies are needed.
 - The Thursday Preschool program is going well. Has taken some of the pressure off on Friday.
4. Correspondence – Brad Eaton – Came to make a site visit, but sent a letter to remove his name for the project to change the windows at the library.
 - 4 people made site visits, 3 proposals were made.
 - Will look at proposals to determine which one we want to choose.

Old Business:

- David King gave us a new contract based on the new design. George Corrette suggested that we have the legal department review it. Debbie Gilbert gave it to the town manager, Michael Capone, who looked at it and said that since we already have a working relationship with David King we do not have to use the money to go through legal. He suggests that we sign it.
- Motion made - Suggest that we accept the contract from David King made by Barbara Greenwood, 2nd – Wendy Costigan - passed)
- Glenn Dorr - Marion Hall – asked if anyone had seen it. Seems to be the same size as our. Looks like it is pretty big. Barbara Greenwood – are you thinking about using the same people? Feels that we should put weight on picking local businesses.
- Bill Barrett – Hire local contractor for the clerk of the works.
- Glenn Dorr – was amazed at the Marion Hall and was wondering if we could have brick on the exterior – Bill Barrett thinks that David King's brick cost is over

what it should. Glenn Dorr would like to know the reasons for the high cost per sq. ft.

- Nancy Gavalis – feels we need a kitchen and unisex bathrooms.
- Debbie Gilbert – feels we need separate bathrooms.
- Nate Haselbauer – The town crier is looking for articles. Need to make the public aware.
- Barbar Greenwood et the new volunteer to write articles. Get small articles out. There was an article on the Charette. Let the public know that all the money that has been spent so far has come from the library trustees.
- Wendy Cositgan - looks like we need to set up a sub-committee for PR
- NATE Haselbauer – is going to write an article. Will interview the trustees.
- Wendy Costigan – proposals – David King will take a copy back with him to check them out and get back to us. Offered other proposal for the rest of the trustees to look at. Trustees can stop by the library to look at them.
- David King – up-dated us on the design and what will happen at the Charette on Saturday. Our charge is for the new building to not take away from the old.
- Site Influences (town center, river, sun, views, street edge and scale.)
- Shove the new building right against the old. Main part is in the back with a children’s wing out to the main road. Much more efficient then the other building. Thinks we should use (gas, geothermal, and oil) feels that geothermal would end up being more efficient. If you put in a geothermal heating system you can get up to 1/3 of the cost back from the government. Borings are going to be done soon. 3600 sq in new building. Will be able to move easily from the new to the old library. Breakout space with a small paved area will be located in the U-between buildings. Will we be looking to get federal funds, will need to have this plan reviews by the historical preservation agency. Future federal money will depend on accessibility issues being addressed.
- Michael Capone – Looking for a commitment from the town voting on supporting the new addition. Mechanical will be in the basement of the present library.
- Cost estimator is coming up.
- Is the building going to be on a slab? Radiant heating in the slab? Solar heating from the windows. David King - slab will be super insulated so we will not have problems with frost damage in the future.
- Wendy Costigan - will we get different cost estimates for the various heating options so we can make an educated decision.
- Barbara Greenwood – We have had a tax increase and the building will be a hard sell.
- Nate Haselbauer – Have you decided what you want to do about solar heating.
- David King – The real issue is cooling in the summer time. Will use the building as a “chimney” using fans is an option.
- Debbie Gilbert – because we are storing books we have to keep them at an even temperature.
- Debbie Gilbert - Was wondering if we were going to do this as a Lead Project. (Lead looks at a project in a holistic way). Involves a lot of paper work and an

- energy model. Believes it is something we should consider. Will bring all that attention to the project anyway.
- Nate Haselbauer – Thinks the Lead Program has come a long way and it would be exciting to have a lead building in the town of Bristol. Some options are more expensive and some are inexpensive.
 - Ann Fitzpatrick – we need to have good insulation. Energy efficient.
 - David King - this will be a well-insulated building.
 - David King – for the Charette will bring the boards and open it up to ideas from the town.
 - David King – outside of the building - discussed it with instructional engineer – brick is a cost issue, part can be brick up to a certain level. Some type of hybrid.
5. New Business:
- Budget presentation, Monday 15th at 7:00 pm.
 - We are up about 4,000 over last years budget because the full time librarian position will be for 12 months instead of 9 months. Did not do an increase for staff because we had one the year before but not the town staff. Would have had to build it into the budget but did not. Switched money from computers to computer support line.
 - Amy Lyn Kench – Work Place Success – new volunteer to work at the library – 12-15 hours would like as many as 20 hours. Will be for 3 months. Can use her in areas that are not being covered by other staff members. Wendy Costigan – contact Amy Lyn Kench to work as a volunteer for 3 months. Barbara Greenwood 2nd.
 - Glenn Dorr – mentioned having another drive to raise money for the new library.
 - Charette – Saturday at 2:30 at the fire hall.