

# Brooks Memorial Library

## Buildings and Grounds Committee

Friday, April 22, 2022 9:00 AM - 10:00 AM (EST)

Main Floor, Brooks Memorial Library

### Minutes

Present: Jenny Rowe, Jane Southworth, Sirkka Kauffman, Christine De Vallet, Starr Latronica, Leslie Markey, Joyce Sullivan, Elizabeth Tannenbaum, Karen Taylor.

- Sirkka called meeting to order at 9:04.
- Agenda/Changes or additions: none
- Approval of Minutes of March 25, 2022: Jenny moved to approve, Jane seconded, all approved.
- Public Comment: none
- Old Business
  - Status of ongoing and proposed projects:
    - Signage: Starr reported no new designs from Denis Maltais, and will follow up with him again. We need to consider others, and Dennis Tier Signs was suggested. There was discussion that we need to eventually agree on what to do with the existing old sign on the side. Removing it would leave a big scar and be very costly, so we should consider enhancing it with paint or lighting. There is consensus that a new sign on the front needs to say Brooks Memorial Library.
    - Tool shed: The shed for the tool lending library arrived fully assembled on schedule April 1<sup>st</sup>, and has now been stained with red sealant by Time Trade. A local artist will paint a wooden sign with “Field to Fork.” There are free metal shelves available from the Municipal Building. We got a good discount from Brown & Roberts on tools, and Starr will be going to Rutland to obtain food prep items. Matt will be training Kevin on using the reservation software, and Kevin will mark the tools. It is expected to be open for business the first Saturday in June, and will be open one evening and one afternoon a week, plus Saturday mornings.
    - Feedback from staff on current and upcoming building and furnishing needs: Starr has sent staff an email asking for their lists, and Matt will set up a spreadsheet that can be

continually updated to track them. Leslie and Starr have been investigating options for the “path of desire” in the back, and a landscape designer submitted a \$7,000 estimate. They and Joyce will look for other options for possibly making this into a natural path with rocks or paving stones.

- New Business: Last month we discussed Lindsay Bellville’s request for \$4,000 for shelving for graphic novels, but did not vote to approve funds. Jenny moved, and Jane seconded, the use of up to \$5,000 from Project funds for the purpose. Motion approved unanimously.
- Set next meeting: Friday, May 27, 2022 at 9:00 am. Before then, we should consult with Library staff which door to use since the timing is before opening hours.
- Meeting adjourned by Sirkka at 9:50.