

July 26, 2024 Minutes of Buildings and Grounds meeting

Present: Starr, Karen, Gavin, Lindsay, Elizabeth, Robin, Christine, Matt

Call to order: 9:10

Minutes of last meeting: approved

Public: Robin Sweetwater (space consultant)

Agenda: Space discussions

Robin: met with Starr; made list of interior space (focus was on what may not be working and how to change in an economically appropriate way)

1. **Exterior signage.** Nothing now in front of the library. Suggest: BML logo: open book. Lotus Graphics (gold leaf (used on fire trucks); comes in a sheet; opaque black that matches color of glass; above entrance and also something in back on glass

Note: Restrictions on Rte 5: 64 square feet

Back entrance signage: what do we want to say: BML, or Children's Library? How to refer to 'rest of library' since this is entrance for all of the library, not just Children's Room.

Interior signage??

Children's Library entrance? (**task:** think of possibilities for titles and email suggestions to Karen/Starr)

2. **Staff space:** Ben and Jerry grant for improvement. So many different possibilities for this space (e.g. storage, relaxation including calls that don't disrupt others, work space.) Matt suggests separate storage space in Staff room.

Considerations: convenient access, not interfering with kitchen area; window with blinds for privacy; location of table for eating

Separate storage space=priority; also consider: lounge vs eating space; vs. work space? Focus: visually calm; less chaotic space. Storage area separate

3. Office for Lindsay and teen staff in Children's Room (3 drawings presented)
4. Stairwell color scheme: now dark, a little 'creepy'. **Action:** Robin will make some suggestions for lighting and color, fans ("Big Ass Fans" website); paint brick to

brighten up; murals? by local artists; underneath of stairs; fixtures now waste available lighting

5. Private office for Starr, Lindsay, Matt: include shade that moves up and down
6. Hallway upstairs. Remove snack area and change location. **Action:** Robin and Lindsay will discuss. Lego display location adjustment?
7. Cubicles? Wide range of price; ventilation is important; sound proofing; ADA accessible
8. Meeting room next to Starr's office: could be divided; mostly used now by 1 or 2 people. Look at this area as shared and/or private space.

Option: Dividers on wheels to section off.

9. Whimsical lighting/visuals; e.g. large mobiles for main reading room; stars in Children's Room. (note: movement can set off alarm); accent lighting

Additions to list?

--Pods with displays on one side;

--extend mezzanine out?? Over magazine area?

No news on **grant** yet; 4-6 weeks?

First priority: replace roof

Adjourn: 10:25

Next meeting: August 23, 9:00