

Brooks Memorial Library
Building and Grounds Committee Minutes
Wednesday, July 2, 2025

- **Present:** Matt Wojcik, Karen Tyler, Starr LaTronica (Librarian), Christine deVallet, Anne Varilly, Monroe Whittaker, Nikki Holland Berenguel (B and G Committee Chair), Ann Varilly (Brooks library Board Chair), Robin Sweetwater, Elizabeth Tannenbaum (scribe)
- **Call to Order: 4:33**
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- **Approval of [previous meeting minutes](#): approved**
- **Agenda (Changes or Additions)—**

Updates: project manager update: reviewed by Starr and Sue Fillion. 2 locals were interviewed--chose: **Scott McKusick** (he oversaw the Coop build); has 'expertise in concrete'
Scott will meet with Starr and Pete from the town tomorrow (Thursday) (anyone is welcomed) 1:00.—to start working with town for next steps

Note: Capital improvement project team will meet at 10:00 **August 12.**
Anyone who wants to come is welcome

- **Public comment-none**
- **Continuing business**
 - **Exterior project**
 - **Stone Trust**—Monroe will leave space for Stone Trust to do an installation; no decision at this time
Action: Karen will reach out to Janice to let her know the current status

 - **Plaques** behind Yew tree; Starr will look up history.
Plantings in that area (Garden Club??); volunteer takes care of it now
Action: Starr will talk with this volunteer. TBD what to do with plants

 - **Signage** (mosaic, murals, local artists, triptychs)
Discussion: Monroe shared that walls are not as high as originally anticipated (street level) which can influence signage

TBD. Wall could come up higher; opportunity for signage is possible but no lighting.

Matt: consider a self-lighting sign.

Monroe; space will be created for future. \$35,000 for signage is in grant

Ann: good to have something that identifies library

Light post in back--is possible to add an arm for a banner/sign

Signage on entry canopy? Glass over door? want it to be noticeable)

Starr: suggested a working group for signage suggestions.

Eliz suggested Art Dept at high school.

Monroe will look into how signage might work with wall.

Robin: Mosaic and triptych are more of a creative outlet (signage is more about accessibility)

Monroe: West River Park sign??

Starr: be careful about a contest which might lead to disappointment.

Consult Town arts committee??

Action: Ann will bring this issue to Board.

▪ **Benches:**

Discussion:

Monroe: light fixtures selected; town wants area well-lit; higher lights. Note: This will be the best lit area in town.

Benches in front: more traditional; those in back more creative.

Can be put out to bid without choosing colors

Height: long, table like surface—is this possible?

Orange 'school like' desks; along side of building?

Tree roots; what to do to protect tree roots?

Spruce tree—we know someone to remove it; some of the wood may be milled for furniture

Needs to be warned.

Discussion of possible community concern about this new

project: Karen: note financial situation for many in the town and concern that some people will be upset about spending money on this project

NOTE: (for support): grant for accessibility; aging population; suggest messaging before groundbreaking.

Roof update : Scott is working with the roofer; asbestos sealing first

Finance Reporting:

Discussion: Spread sheet of spending will be put together by Ann
We gave expenses to funder; work within bottom line

Robin is working on options

Starr talked to Friends of the Library about fundraising. FOL is excited about raising money for plantings.

Matt: possible to get more money for solar (Steven at Global Warming Solutions Fund). Can look for this.

Scott has software program to keep track and notify where we are with expenses.—Google Drive folder (Matt offered); is this more work for Matt than needed? packet for Trustee meeting is helpful in order to know changes, Bid set available in a few weeks; Matt can get this started but all agree that this should not be too much of a burden for him.

Interior project update:

- **Locks on bathrooms-completed**
 - Lindsay extends thanks for the new locks for bathrooms
 - Security door and Lindsay's office are completed.

- **Next meeting date**
 - **Tentative: July 30. Wed 4:30.**

- **Adjourn: 5:48.**