

Vineyard Haven Public Library Building Design and Construction Committee

Meeting Minutes for Friday, April 13, 2018

Held at the Vineyard Haven Public Library

Committee Members Present: Paul Munafo (Chair); Andrew Flake (Vice-Chair); Hal Garneau (Secretary); Amy Ryan (Ex-Officio); Jim Norton; Ben Robinson; Ian Aitchison

Committee Members Absent: Johanna Kobran; George Balco (Ex-Officio)

Paul Munafo called the meeting to order at 4:06 p.m.

Hal Garneau moved to accept the minutes from the March 16, 2018 meeting as written. The motion was seconded by Ben Robinson and passed unanimously.

Amy talked with Marie Maciel who gave her an RFQ from another public library as an example to use when preparing ours. Amy also spoke with Kirk and there is reason to be hopeful that the town will be adopting a better maintenance plan for town buildings and some of the deferred maintenance of the library will be addressed. They have already scheduled and are in the process of addressing a few of the current issues.

In talking with the Trustees about how much maintenance should be included in this project, Amy said they were pretty clear that the scope of this committee should remain as it was intended which is to focus on the creation of a multi-purpose room addition. They relayed that they, the Trustees, were actively working on the maintenance issue and wanted to keep this separate from our committee's task.

The feeling of this committee, however, was that at least a minimal amount of repair to the existing structure was needed to accommodate the new addition and it should be incorporated into the building program for the new addition. With this in mind, it was recommended to hold a joint meeting of our committee with the Trustees to present the case for our desire to include some maintenance and repairs to the exterior of existing building within the scope of our project.

Amy said she would attempt to plan a joint meeting with trustees on April 25th at 5:30.

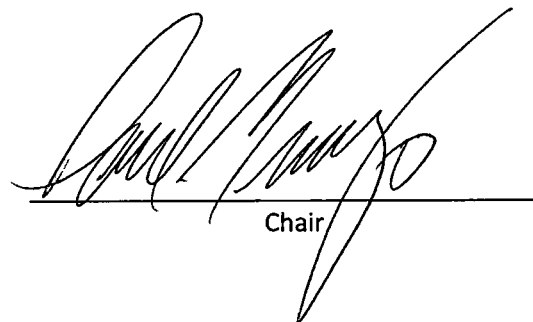
Formulating an RFQ is the next major task of this committee. Amy has been working on fleshing out a building program based on here original draft, but was still uncertain as to how much detail to add at this point. In order to facilitate the creation of an RFQ, it was agreed that a working group be formed to create a draft of the RFQ. The group will consist of Amy, Hal, Ben and Ian. They will meet separately and have a draft ready to present to the full committee at their next regular meeting.

It was decided to hold the next meeting on Friday, May 11, 2018 at 4:00 p.m.

The meeting was adjourned at 4:57 p.m.

Respectfully submitted,
Hal Garneau

Approved 5/11/2018


Chair