

# DA Hurd Library Secretary's Report 21 March 2012

Present: Beth Sweet, Alice & Steve Purington, Amber & Jeff Fournier, Meleta Baker, Ginny Reusch, Margaret Allaire, Corinne Feehan, and Marty Roberts. Absent: Dave Dutch and Nancy Cotty.

## **Secretary's Report:**

The Secretary's Report was reviewed. A motion was made by Meleta to accept the amended minutes as written and seconded by Alice. The Board accepted the minutes amended.

## **Treasurer's Report:**

A motion was made by Alice to accept the report as written; seconded by Meleta. The Board accepted the report as written.

## **Dick Reed and Linc Harrison to discuss expansion plans:**

Dick Reed, from Reed & Co. spoke. He introduced us to Todd and John from Great Works Builders. Dick Reed explained that with the \$300,000 dollars there must be a way to house 22,000 volumes. He proposed a one story addition that would house all book volumes, and create a new entrance vestibule at grade (handicapped accessible), that provides for access to the upper and ground levels. Combining the office with existing out-of-code bathroom to bring the bath up to handicapped accessibility codes into what would be a bathroom/break space. The goal would also be to minimize site work. Should ledge be hit, a full basement in that area would become concrete slab.

Todd Rothstein of Great Falls Builders presented the cost of this plan in great detail.

Foundation w/insulation 15,000 sq feet  
Framed wood structure  
Truss system

Exterior wall fully insulated  
Marvin (fiberglass) windows  
Carpets  
Square tile  
Efficiency stack lighting (rebates)

Vestibule  
Stairs~ rubber treads  
Heating both floors, baseboard heat (new construction)  
Roof ~ architectural shingles  
Interior door  
Dry Wall – taped, mud, paint  
Concrete pad for future elevator.  
Vinyl exterior

Alice asked, "How sticky is getting permits without an elevator?" Dick Reed believes as long as you plan it for the future." Mr. Reed reviewed current law concerning elevators and said that the plan would have to be reviewed by the Fire Marshal. Marty questioned vinyl due to direct solar radiation; Stacy mentioned the use of brick. Mr. Reed reminded the Board that the goal is to house books, new lighting, and create space. Mr. Harrison asked about rubber flooring. Mr. Reed encouraged the use of commercial carpet squares. Mr. Reed mentioned Beth voiced concerns about the bathroom being located across from the circulation desk. Jeff mentioned the air conditioning need. The guest building professional's all agreed that it was a

good idea; since you have to push the air, it must as well cooled or heated. It would also filter, humidify and de-humidify the air.

Mr. Reed questions the integrity of the floor from the weight of the floor built in 1925. Linc admitted that the heating/cooling system is a stellar idea and that he thinks now is the ideal time to make these improvements.

Alice summarized that we need further estimates exterior finish, floor coverings,  
\*Soil testing has not been done.

Beth inquired as to the heating options for the proposed and existing structure amounting to \$35,000. See report for full details.

Stacy asked for a general impression of how board member felt about the proposal ~all present seemed impressed and believe it is a reasonable proposal. Dave was included in discussion via Skype. Stacy presented the proposed addition via the architect's design plan. Dave requested that Stacy and Beth run it by the Town Manager, Dwayne Morin. Dave also suggested that major donors get a letter of thank you as well as a viewing.

**Treasurer's Report:** Jeff made the motion to accept the report as written; seconded by Meleta.

**Director's Report:** N/A

**Capital Campaign:**

1. The Murder Mystery was a huge hit. Spring Hill was very generous absorbing eight meals prepared in excess and not charging for the actors meals! A big "thank you" to Spring Hill and their benevolence.
2. Beth prompted commitment for a "Plant Sale" date. Ginny sole-handily committed Saturday, May 19<sup>th</sup>, 8-2pm for the Plant Sale.
3. Pledges
4. Stacy suggested lowering the goal monetary contribution to \$300,000 from the \$2.5 million on the sign. That way we can paint in more "books" to show how close the goal is!

**New Business:**

1. Steve shared that a friend and colleague deals with fundraising (ie Portsmouth Music Hall). This individual can share expertise/methodology concerning fundraisers. His web site is <http://portercaesar.com/partners/> . The board is excited to meet with him. Steve will coordinate this meeting.
2. Election of Officers:

Chair: Dave Dutch - nominated by Jeff-8-0

Co-Chair: Stacy Bradburn - nominated by Stacy-8-0

Secretary: Marty Roberts - nominated by Alice 8-0

Treasurer: possible nominee: Nancy Cotty (address next meeting)

**Dates to Remember:**

Plant Sale: **Saturday, May 19th**

Next meeting is scheduled for **Wednesday, April 25, 2012.**

Respectfully Submitted,  
Marty Roberts