

Thomas Memorial Library Building Committee
Minutes April 15, 2015

In Attendance: Frank Governali, Molly MacAuslan, Jay Scherma, Martha Palmer, Kathy Ray, Kate Williams-Hewitt, Greg Marles, Cynthia Lowenstein, Dick Reed, Nadine Cole.

Call to order: 4:06 PM

1) Approval of Meeting Minutes: March 19, 2015 Approved Unanimously.

2) Construction Update: Dick & Cynthia –

- a) Status of Project – (1) the schedule now suggests construction done around December 15, punch list on December 21. Foundation will be finished over the next 2 weeks. Transition into the completed building is slated for mid-January 2016.
 - i) (2) It is now good timing to consider if resources exist to substitute solid surfaces for laminates on countertops where water will be used (i.e. sinks). This was a “wish-list” upgrade that we had identified early in the planning process. Original estimate for this upgrade was approximately \$4100.

b) Schedule for LBC tour of site –May 29, 1:30pm

3) Furniture & Fabrics Update: Nadine & Frank.

4) Current update on FF&E selections:

- a) The Committee reviewed the latest iteration of the FF&E choices and costs. Nadine went over all changes to the furniture budget that have occurred since our last meeting. These were minor. The current projected cost for the selected furniture is in the area of \$255,000 to \$270,000 range. The estimate will be fine tuned in the coming weeks as Nadine further refines specifications and costs and gains better insight into what discounts will be available.
- b) The warranties are all on “rated in fabric”, which is the selection we’re choosing from. The furniture we’ve chosen is the most durable available for our application, while also meeting our design needs. So, warranties are the most complete for the kind of furniture we’ll be buying.
- c) Boston Showrooms trip April 22nd. Frank’s driving, departing from Cape at 9 to get there for 11am – Boston Design Center. Dry Dock Avenue. Lunch will be served there.
- d) FF&E Wish List - To the extent that the FF&E budget does not consume all of the funds which have been raised, a list of possible future purchases should be developed, as donors were solicited with the explicit invitation to participate in the furnishing of the new library. Thus, funds not immediately used for this purpose need to remain segregated from all other Foundation monies, to be used only for future purchases of programs or equipment that are specifically related to the renovation of the library. And, these funds will need to be spent within a specific period of time in order to meet donors’ wishes.

- 5) Sculpture for Exploratorium status - Frank will be getting info from Boothbay Botanical. Martha & Frank will continue following up on this issue.
- 6) Address student submissions for library signage: Nadine & Kathy (10 minutes) – Will continue to solicit contributions of photos that may be used in the signage. Kate will continue to be the point person in working with the students on this.
- 7) Next Meeting Date: tentatively April 27, depending on need.
- 8) Adjournment: 5:45PM.