Minutes of Tuftonboro Free Library
Board of Trustees Work Session
June 29, 2017

Present:
Trustees: Gordon Hunt, Paul Matlock and Mary Ann Murray.
Library Director: Christie Sarles

Meeting called to order at 2:00 PM

The librarian and library staff have looked at SMP Plan D. They had the following suggestions/changes:

1) Move NH collection to History room
2) Take out current front vestibule to make more space, make it exit only. Maybe make outside a seating area to signal it is not an entrance.
3) Locate copy machine near front desk
4) Move large print into adult fiction near front desk. Needs to be near windows.
5) Periodicals need relocating
6) Perhaps abandon barn door to meeting room
7) Do we want a smart wall in the meeting room?
8) Paperbacks and books on cd are in the wrong place, need to be in adult area
9) Kids dvds need to be in the kids area
10) Move Periodicals on schematic to open up that space. Find other place for them.
11) Not sure we need all the computer stations shown
12) Where should book drop be?
13) Need kitchenette in meeting room, coat racks and pegs
14) Do bathrooms need to be unisex? What are the codes now?
15) Switch office and break room
16) Move OPAC from location shown
17) Need a space for the display case. Can the display case be part of the circulation desk?
18) Move or expand young adult area
19) Where will exhibit space be?
20) What will happen to stacks currently on the walls?
21) Bow window on north end needs work/replacement
22) Need heat in the current bathrooms
23) We need to consider new carpet/windows/paint in old part of library
24) Build pillars into meeting room wall and circulation desk

Wetlands issue: action - confirm that SMP has Gregory W. Howard maps and that we can build. Is SMP wetlands specialist on board? Christie will ask/discuss with SMP.

Meeting Adjourned 3:00

Next Meeting:

Respectfully submitted, Paul Matlock, recording secretary