

Minutes of Tuftonboro Free Library
Meeting of the Trustees with Bauen, and SMP
October 31, 2019

Present: **Trustees:** Gordon Hunt, Paul Matlock, Mary Ann Murray **Alternate Trustee:** Marsha Hunter,
Director: Christie Sarles **Library Representative:** Dennis Guilmette **Bauen Representatives:** Andre
Klotz, Adam Downs **Town Representative:** Jack Parsons, **SMP Representatives:** Antony Mento, Ryan
Nichols-Cloutier

Meeting called to order 10:00

Update from Adam: The siding is going up. All of the windows are in. Electrical and plumbing is ongoing. We are 99% done with spray foam. Drywall hanging will start on Monday, which is ahead of schedule. Blown in insulation is two weeks out. Paving will take place next week. SMP thinks everything is going well and according to plan.

Andre: We need two entries to the attic. We had planned a pull down door for one of the two. The pull down door will not fit into the rough opening and will be unattractive. Andre would like to make that a fire rated door and use ladders to access it. Jack thinks a ladder nearby will be OK. Jack will get the Fire Chief to look at it.

Christie: 1) Should we have the HVAC system commissioned? Anthony thinks this is a good idea. Anthony recommends Resilient Building Group. He thinks it would cost about \$6K. We will get a proposal. 2) We have a quote for computer networking and Christie wants to know who will see that the work gets done. Bauen will look into it. 3) Old Supply Closet: Adam will figure out when it must be empty. 4) Outside Lights: The lights by the meeting room door are on a timer switch. We need a way to have temporary lighting that meeting room users can turn on. Adam will check with the electrician. 5) Christie wanted to know if Adam can use the panels that are going to be discarded from our current library stacks and Adam says yes he can 6) Status of Rolling Stacks: Andre has not done anything on this. 7) Color of lampshade: Anthony is making sure it is the agreed upon color. 8) Christie wants to make sure the larger refrigerator will fit in the staff room. Anthony will check.

Computers: Budget Committee would like us to postpone buying new computers. This amount is \$2,860. Gordon would like us to consider rebuilt computers. We will postpone this decision.

Next Meetings: November 14, December 5 and December 19: these will also serve as the regular trustees meeting.

Meeting adjourned at 11:00

Respectfully submitted, Paul Matlock, recording secretary