

Keene Public Library

Building and Grounds Committee

Meeting Minutes for meeting held 1:00 PM October 2nd, 2013

Present: Jennifer Bone, Yvonne DeMay, Paul Henkel, Judy Noonan, Nancy Vincent, Bob Grier

Minutes of prior Meeting- Minutes from the September 4th meeting were presented for approval.

On a motion made by Yvonne DeMay and seconded by Judy Noonan, the minutes of the September meeting were approved.

Master Plan – No report

Large Projects:

Road Improvement Project: The schedule of improvements to Winter Street starts the week of October 7th, and is expected to be completed by November 15th. The Road Department has worked with the Library to accommodate the Fall Book Sale and will close the project for Friday, October 11th.

The City has decided not to use kiosks for parking; metered parking as usual will be in place, but a cell phone system of payments is being considered.

Budget Planning – No report

Planning – The KLAAC committee has recognized that the next step will be for a professional conceptual design to be done for the Annex. This will help begin the estimate of cost for the project. The steps to follow will be:

1. Find the money (\$100,000).
2. Select an architect.
3. Structure the fundraising for the rest of the project.

Maintenance- The AC system is not yet ready; a company which handles the controls must check them out and a trial run of the system must be done.

The #1 boiler has been cleaned.

Heat for the Cheshire TV area is ready to operate, and the City, under the city-wide contract, has ordered oil to heat both buildings

Old Business - (none)

New Business – (none)

Meeting adjourned at 1:40 PM

Minutes submitted by Judy Noonan