

# Vineyard Haven Public Library Building Design and Construction Committee

Meeting Minutes for Friday, January 26, 2018

Held at the Vineyard Haven Public Library

**Committee Members Present:** Paul Munafo (Chair); Andrew Flake (Vice-Chair); Hal Garneau (Secretary); Amy Ryan (Ex-Officio); George Balco (Ex-Officio); Ian Aitchison; Jim Norton; Ben Robinson

**Committee Members Absent:** Johanna Kobran

**Outsiders Present:** Kirk Metell

This being the committee's first meeting and thus lacking an elected chair, the meeting was called to order at 4:10 by committee member George Balco who is also the current chair of the Vineyard Haven Library Board of Trustees. Previous to calling the meeting to order, all committee members were sworn in by town clerk, Hillary Conklin.

In a brief mission statement George outlined the work ahead and project goals for the newly assembled committee. He then handed over the floor to director, Amy Ryan.

Amy gave each of the members a folder containing various items pertaining to the new library events room project. She asked the committee members to familiarize themselves with this material for our next meeting. She then gave the committee a summary of the project background. She noted the fact that attendance at the library has grown over 300% since she started as director ten years ago. Among other things, she highlighted the results from public responses to library outreach in which the comfort and size of the current program room was rated as "poor" or "fair." She gave a brief overview of the funding received from the town for the project design work and discussed the funds we already had for the construction phase of the project as well as what additional fundraising would be necessary. She mentioned that we don't anticipate having to go back to the town for additional funding for this project.

George then called for nominations for chair, vice-chair and secretary. Ian Aitchison put forth Andrew Flake for chair, which was seconded by Ben Robinson. After a bit of discussion, Ian Aitchison amended his motion to the following nominations: Paul Munafo for chair, Andrew Flake for vice-chair and Hal Garneau for secretary. Ben Robinson then seconded this motion. A vote was taken and it passed unanimously.

It was decided to forgo the walk-through of the library listed on the agenda seeing that all committee members were already sufficiently familiar with the layout of the building.

When asked about permitting requirements it was agreed to invite building inspector, Ken Barwick, and health agent, Maura Valley, to the next meeting. Kirk Metell said he would do a facilities assessment of the existing building and also have this ready for the next meeting. No exact timeline was discussed as yet but it was agreed that the fall of 2019 seemed a reasonable goal for the start of construction.

It was decided to hold the next meeting on Friday, February 16, 2018 at 4:00 p.m.

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,  
Hal Garneau

Approved 2/26/2018

  
Chair