

Vineyard Haven Public Library Building Design and Construction Committee
Meeting Minutes for Tuesday, November 6, 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); Ben Robinson; Jim Norton; Johanna Kobran; Sandy Pratt (Ex-Officio)

Committee Members Absent: Ian Aitchison

Guests Present: Maryann Thompson; Doug Jack

Paul Munafo called the meeting to order at 3:00 p.m.

Hal moved to accept the minutes from the November 2, 2018 meeting as written. The motion was seconded by Johanna Kobran and passed unanimously by all those in attendance at that meeting.

Maryann Thompson and Doug Jack, who will be the design team for our project from Maryann Thompson Architects, were present at this brief meeting in order to iron out the details of the scope of services and fee proposal which they had submitted to us.

Maryann and Doug clarified a number of points that were not initially clear to us and offered a slightly revised fee schedule that would work better for all of us in the long run. They also agreed that the timetable they had proposed was a bit ambitious. We worked out a modified schedule which we will jump right into as soon as the contract is signed.

Maryann Thompson said she would take the first pass at the contract and submit it to us in a standard AIA format. Our committee then conveyed to our guests how pleased we were to have them as our design team. Based on their previous projects, which many on our committee had seen first-hand, we knew that Maryann Thompson Architects could create something special for our multi-purpose meeting room addition.

It was decided to wait and hold the next meeting after the contract had been received from Maryann Thompson Architects. Amy will post the next meeting accordingly.

The meeting was adjourned at 3:37 p.m.

Respectfully submitted,
Hal Garneau

Approved 11/30/2018


