

**Goodwin Memorial Library Board of Trustees**  
**Minutes of Renovation Meeting**  
**July 30, 2013**

**Present:** Alison Donta-Venman; Jo-Ann Konieczny, Co-chair; Noel Kurtz; David Moskin; Caryn Perley; Co-chair and Jane Babcock, Library Director

**Meeting called to order:** 6:40 pm

**Furnace Project:**

Noel and Jane shared information about furnace project including installation, removal of old furnace and gas line.

Motion: *To approve accepting the proposal as revised for the furnace installation from Pioneer Heating.* Motion approved unanimously.

**Three Year Budget Plan:**

The Trustees reviewed the draft of the three year budget plan that was present by Jane. The trustees approved the plan with the understanding that this is not an actual budget proposal.

**Second Floor:**

Jane received floor refinishing proposal & cleaning proposal for the second floor. After discussing the proposals and timeline the Trustees made a motion: *To use \$1000 from the Building Improvement line item and the balance from grant money to refinish the floors on the second floor.* Motion approved unanimously.

Jane will arrange to have the work done in August. Caryn will contact the Hadley Historical Society to remove the chest and Jane will arrange for Gary Berg to remove other items in preparation of the work. Items will be moved upstairs in September.

**Renovations:**

Caryn and Jane shared information with Trustees from the meetings with Lorin Starr – Designer & Sunderland Building Chair, Lauren Stara – Architect & MBLC Library Building Specialist and the Planning and Design workshop. Trustees agreed to send a letter of intent for the MBLC Planning and Design Grant. We will address renovating the main floor after items have been transferred to the second floor.

**Other Business:**

Alison shared some of the results from the survey and encouraged us all to get more people to participate, especially young adults and adults with children. She said the survey results have indicated the community wants the library to be opened more hours. We will discuss options at our next Trustee meeting.

Noel and David will check into the Certificate of Occupancy with Tim Neyhart and David Nixon. The Trustees are growing concern about the delay.

Jo-Ann expressed interest in drafting a plan/calendar so that the trustees will have a clear idea of what is on “our plate” for the next few months and year.

**Next Meeting:** August 6, 2013

**Meeting Adjourned:** 8:50 pm

Respectfully submitted,  
Caryn Perley  
Trustee Co-chair