

Building and Needs Assessment Committee

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Minutes of Meeting
March 16, 2004

Present:

George Moe (Chairman)
Drew Brown
Tom Flynn
David W. Rego
Ann White

The Chairman called to meeting to order at 5 pm. Also present were the Director of the Library, Eileen McElroy, and Friends of the Library.

On behalf of the Library, Eileen La Chapelle presented a revised sketch plan for the addition of storage space to be located outside the meeting room at the far end. (The space is to be used for storage of equipment, chairs and tables that are presently kept in the office of the video unit.)

The Committee agreed that the revised plan appeared well designed. Minor suggestions for improvement were as follows. For fire safety reasons, the door from the storage area into the meeting room should swing into the latter, and consideration should also be given to inclusion of a fire exit window or panel on the outer wall of the storage area. It was further agreed that the new storage area should be roofed with the same material as the main library and that the opportunity should be taken at the same time to reroof the entrance porch.

The meeting was adjourned at 6pm.

