

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Regular Meeting
Wednesday, May 22, 2013**

MINUTES

Members present: Julie Culp, Chris Darrow, Lisa Matson, Catherine McCall, Margaret McCaw (8:00), Cynthia Mello, James Russo, Vincent Shea, Alicia Wayland

Also present: Jay Willerup (Jacunski Humes Architects)

1.0 Call to Order

Chair James Russo called the meeting to order at 7:02 PM.

2.0 Public Comment

None

3.0 Approval of Minutes

3.1 April 24, 2013 Regular Meeting

Motion made by A. Wayland and seconded by C. McCall to approve the minutes of the April 24, 2013 Regular Meeting. Vote: Yes (8). Motion carried unanimously.

3.2 May 8, 2013 Special Meeting

Motion made by J. Culp and seconded by V. Shea to approve the minutes of the May 8, 2013 Special Meeting. Vote: Yes (8). Motion carried unanimously.

4.0 Continue Discussion with Design Team related to Schematic Design Phase of proposed Additions and Renovations

J. Willerup reviewed the work of the Programming Subcommittee meeting that was held on May 10, 2013. Its work will ideally be planning for 20-year growth. He will be reviewing this data with State officials. Currently the State does not have rigid standards for library planning.

Site lines within the library and management issues are critical to our building design. Some square footage and linear footage estimates have begun for areas like adult fiction, reference, and media resources. A blocking diagram has been begun to approximate location and adjacencies of various library areas. The committee reviewed the draft program and blocking diagram.

Another subcommittee meeting is scheduled for May 23, 2013 to further refine program details. In addition, J. Willerup will be meeting with staff to further gather information, concerns, ideas, and feedback. At the subcommittee meeting tomorrow, manipulation of the blocking diagram will begin.

5.0 New Business

5.1 Letter of Intent

In order to be considered for a State Library Construction Grant, a letter of intent must be filed by June 3, 2013. J. Culp will gather the required data and submit this letter.

5.2 Special Meeting

Motion made by C. McCall and seconded by V. Shea to hold a Special Meeting on June 5, 2013 at 7:00 PM in the Jonathan Trumbull Meeting Room. Vote: Yes (9).
Motion carried unanimously.

6.0 Adjournment

Motion made by A. Wayland and seconded by C. McCall to adjourn at 8:28 PM.
Vote: Yes (9). Motion carried unanimously.

Respectfully Submitted,
Cynthia Mello, Secretary