

Philbrick-James Library

Meeting of the Board of Trustees

Draft Minutes – February 8, 2023 at 7:00 pm

- I. Call to Order (7:01 pm)
 - a. Roll Call, introduction of guests
Present: Director Anne Meyers, Trustees Christina Eagen, Emily Oxnard, April Purinton, Sadie Stimmell, Gwen Mathews, Jocelyn Messier. No guests present.
 - b. Discuss the closure of the Deerfield Room and solutions:
The focus of the conversation is to make usable the Deerfield Room by satisfying safety requirements, while prioritizing the preservation of the historical exterior of the building and preserving the structural envelope of the Library. After a walk-through and reviewing the available options, the Board of Trustees will pursue two options to present to the Board of Selectmen in order of preference:
 1. Option A: Add a connecting hallway from the Deerfield Room to the downstairs Children's Room, or
 2. Option B: Moving the HVAC from the bottom floor upstairs to the attic, thereby making room for the area under the stairs to become an open and connecting area.
 - c. Making an egress window on the far wall or building a bulkhead from the storage closet at the front of the Library were moved down the list of options due to the potential for harm to the structural foundation and harm to the historical exterior.
 - d. April moves to get quotes for options A and B, and Jocelyn seconds the motion; all vote in favor, and the motion passes.
 - e. Next steps include the Director meeting with the Town BOS on Monday 2/13/23 to inform them of the grant pursuit for this project and its timeline as well as asking about available town funds and for any matching funds per the grant. The Director will also request to be on the Heritage Commission's next agenda to ask for their assistance, resources, and expertise, as well as following up with the town building inspector and a local architect for consultation purposes.
- II. Next Meeting Date: Wednesday, February 15, 2023, 7:00 pm
- III. Adjournment: Sadie moves to adjourn, and Jocelyn seconds; all vote in favor, and the motion passes. Adjourn 8:32 pm.