

**Joseph Plumb Memorial Library – Rochester**  
**Minutes for Meeting of the Board of Trustees Building**  
**Committee**

Meeting: Nov. 19, 2011 9:30am

Attendance:	Phoebe Butler	Trustee Chair
	David Smith	Vice-Chair
	Dennis Desrosiers	Treasurer
	Mike Meunier	Facilities Manager
	Gail Roberts	Director

Guests:

Meeting came to order at: 9:35 a.m.

**MINUTES**

1. Basement project – Mike said that the state regs on recirculated air have changed, necessitating a change in our plans. The elevator company will come between Christmas and New Year to assess our situation. The possible cost of an elevator is around \$33,000. Mike will grout the tile in the meeting room floor, and there is still discussion as to whether or not to put a door in the meeting room. The dehumidifier, when it is finally done, can cover both floors, and tie into the furnace. Mike will discuss plans with the Building Inspector, and he will also ask him about the difference in rules if we use the area for people, or for book storage. It might be possible to take the project in stages, first designing for book storage, then modifying it for people. He will give us estimates for both types of projects, and then we will know whether to go forward or not.
2. Other building needs: we discussed the canopy over the main entrance. Mike will call the company that did the canopy at the bank and get the rep to drop by and give us an estimate before the next regular Trustee meeting. Mike will replace the door knobs with handles.

**ADJOURNEMENT:**

Meeting was adjourned at: 10:10 a.m.

Respectfully submitted,  
Gail Roberts, Library Director