

**LITTLETON PUBLIC LIBRARY
BOARD OF TRUSTEES**

MONTHLY TRUSTEE MEETING MINUTES: December 19, 2018

IN ATTENDANCE: Jani Fillion (chair), Judy JonesGirouard (vice-chair), Kim De Lutis (secretary), Kevin Hastings, Dawn Hatch, Barbara Enderson (via telephone), Meagan Carr (director)

CALL TO ORDER: Jani Fillion (chair), at 6:01pm

The New Hampshire Preservation Alliance awarded \$4,500 based on the quote Carr sent in, to help fund a Condition Assessment with Preservation Guidelines for the Littleton Public Library.

MSV –To accept the grant — JonesGirouard/Hatch (6-0) – MOTION APPROVED

The architectural firm, Misiaszek Turpin Architecture Planning, Laconia, impressed Carr who received their quote. They helped determine our preservation-restoration needs. She felt they were most in line with our goals. The other was in Woodstock, but Laconia was the least expensive, at \$9k vs others at \$13k and \$15k. Fillion wanted to confirm whether Carr felt they would deliver the same work regardless of the lower cost. Carr said she felt that from their sample proposals they would.

JonesGirouard asked if their samples were from buildings of the same age. Carr said it wasn't apples to apples, some were in better shape, but that in general since our library is a solid building, she felt comfortable with their experience. Hatch mentioned they would give a CAD blueprint as well.

MSV –to accept the recommendation to hire Misiaszek Turpin Architecture Planning to work on the restoration and continued preservation of the library. Hatch/JonesGirouard (6-0) – MOTION APPROVED

- Budget committee had its final budget and the library's remained untouched.
- Hastings picked up a door handle for \$18.
- JonesGirouard suggested putting plastic on the windows for the winter. Carr just needs to secure the same volunteers as last year.
- Hastings picked up an adjustable vent for the radiator in the office. This will be billed as a Town building expense: \$34.

Motion to adjourn at 6:21pm. Next meeting will be Wednesday January 2, 2019 at 7:00pm.

Respectfully submitted,
Kim De Lutis, secretary

ACTION: Completed **ACTION:** To do