

MEETING MINUTES Draft

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| Project: | Newton Public Library Newton, MA | Meeting Date: | August 11,2016 |
| Time: | 10:00 AM | Meeting Location: | Newton Library |
| Meeting: | 03 Building Committee | Report By: | Thomas Gatzunis |
| Attending: | Dana Hanson Trustee Phil McNulty Library Director Jill Graboski Asst. Library Director Alex Valcarce Asst. Comr. of Pbl. Bld. | Drayton Fair LLB Architects Brian Valentine LLB Architects XXXXXXXXXX LLB Architects | |

| Item | Action |
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| 3-0 Meeting Called to order The Meeting was called to order at 10:18 am by Director McNulty and introductions were made. | |
| 3-1 Library Building Program Drayton Fair reviewed the building program and the adjacencies diagrams (copy of program attached). The use of the Hanel Lift system and a "separate vault" for City Archives was discussed. Phil, Jill and Drayton will review the program diagrams in detail on August 17 and 18. They will include Library Staff members when appropriate. The enclosing of the front plaza was discussed, including option for the roof/ceiling. The design will have to include sufficient wall space for hanging of art for display, this may be achieved with portable walls. An option for the Druker Auditorium is locate it on the second floor, egress routes and capacity will require further review. Sufficient space to meet all program requirement has been provided with the exception of the Children's Fiction area and the individual study rooms. The International Building Code requires a minimum of 70 s.f. for all occupied spaces, it is unknown if Massachusetts will adopt this provision. Further review is required for these spaces. | LLB Library Director and Staff |
| 3-2 Joint Meeting of DRC and LBC A meeting of the Design Review Committee and the Library Building Committee will be held on August 24, 2016 at 6:00pm in the Library Trustee's Room. The proposed agenda was discussed. Tom will draft agenda and send to Drayton and Phil for review and edits. | Daedalus LLB Library Director |
| 1-3 Schedule Tom Gatzunis reviewed the schedule including proposed public | |

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| meeting dates and committee meeting dates (copy attached) | |
| 1-3 Meeting Adjourned The meeting was adjourned at 12:15 pm | |

Attachments:

Library Program and Adjacencies Diagrams, Project schedule.