

Hopkinton Town Library
DRAFT Minutes (not yet approved)

Trustees Meeting
August 22, 2018

Attendees: Elaine Loft (President), Pete Gagnon (Library Foundation Representative), Emilie Burack (Secretary), Nancy Skarmeas (Corresponding Secretary), Donna Dunlop (Library Director)

Absent: John Greabe (Treasurer)

The meeting opened at 7:00 pm in the Slusser Center.

Minutes:

Elaine made a motion to accept the minutes from the 8/5 and 8/8 meetings. Peter seconded the motion and it passed by unanimous vote. Donna will post the minutes.

Building Update:

There has been some water leaking around the damaged cupola. DubePlus came back to tighten the temporary covering.

Donna expects all furniture and carpets to be out of the building by next week. Next steps: ceiling tiles and insulation will be tested for smoke and water damage.

Donna will reach out to Tucker Library Interiors and Karpets by Kerry next week.

Staff is helping create an itemized list with photos of damaged contents for claims adjuster Tim. They are keeping regular hours, busy with this work and managing the satellite library at Slusser.

Residents have arrived with books to donate which the library cannot accommodate. Donna is getting the word out that the library is not taking donated books at this time.

Donna reported that residents are asking about lightning rod protection. Donna, staff, and trustees continue to get the word out on this complicated topic. Donna received a letter from resident Jason LaCombe of SMP Architecture that helps unpack the topic. He notes that there are no building codes that require lightning protection and it is not part of the National Electric Code of this area. If connected incorrectly, lightning rods can cause more harm than good. He concurs with what the trustees learned from Tim Crowley (Primex claims adjuster) that lightning rods are not always the best choice and probably would not have prevented this fire. Donna confirmed that no other town buildings have lightning suppression systems.

The group discussed ways the cupola might be changed (closed off with dropped ceiling, for example) to help with energy conservation. Donna reiterated that she and other staff members would like it removed. Elaine reminded the group that our insurance covers only that which

returns the library to its condition at the time of the fire. The trustees continue to be interested in exploring changes that might enhance energy conservation. This discussion will continue when the trustees have hired a construction firm.

Donna will create a “design wish list” of items that would be good to change (if possible) in the reconstruction process. Things on this list might include finding creative ways for more storage, removing the cupola or making it more energy efficient, reorganizing layout and flow of main room, upgrading insulation, new or different technology, and improving or adding adequate and energy efficient lighting.

Donna met with Fire Chief Yale to discuss the library’s alarm system. She will get a quote from the sprinkler and alarm system services used in the other town buildings.

GOOD NEWS:

Donations keep coming in—over \$9,000 so far! Elaine and Nancy are helping with thank you notes. Also, the satellite library is very active. Just that day 42 items were checked out and 32 renewed!

Next meeting:

8/28 at 6:00 pm (If needed. Donna will determine on Monday.)

Respectfully submitted,

Emilie Christie Burack, Secretary