

Hopkinton Town Library

Emergency Meeting of the Board of Trustees

August 8, 2018

Attendees: Elaine Loft (President), Pete Gagnon (Library Foundation Representative), John Greabe (Treasurer) Emilie Burack (Secretary), Donna Dunlop (Library Director)

Absent: Nancy Skarmeas (Corresponding Secretary)

Donna updated the trustees on progress made since the August 5 emergency meeting.

Donna and Reference Librarian Karen Dixon have moved into their temporary office in the Slusser Center. They have working computers, a printer, and are actively managing the inter library loan program and phones from this space.

Children's Librarian Leigh Maynard has moved her remaining summer programs to the Slusser Center.

Servpro has boxed up at least half of the collection and trucked it to their warehouse where each book is being wiped down by hand and then treated for smoke damage. The staff and trustees will have a chance to inspect the books when this process is complete and decide whether or not they think the items can be used. Servpro expects to have the entire collection and furniture out of the building by the weekend.

Donna reported that she has the names of several reputable firms who have dealt with fire damage that might be good options for the reconstruction. The trustees discussed the companies and advised Donna to get bids from all of them. These firms include DubePlus, North Branch, Bergeron, and Insurcomm.

The new ATC temp control system is fried and will need to be replaced. There was discussion about whether or not all of the ceiling tiles and insulation in the building will need to be replaced. Because of the pervasive smoke damage, it was agreed that this needs close attention.

Peter suggested that the trustees look into hiring someone to oversee the reconstruction project on the town's behalf who doesn't work for the construction or insurance company.

Technology will need to be replaced. Donna will look into getting a new technology plan based on current needs.

The group discussed the cupola. Some residents and staff members do not like it and want it replaced. The trustees discussed how this would affect the appearance of the building and whether or not the cupola's dismantling would require additional structural changes. The group also discussed what affect the cupola has on the energy efficiency of the building. Energy efficiency will play an important role in this decision.

Donna noted that Servpro will soon have the Community Room cleaned. The group noted that the room still needs its ceiling tiles and insulation checked for smoke damage before it can be opened to the public.

Donna updated the trustees on the “post fire” work of the library staff. Everyone is pitching in.

Donna confirmed that residents now have temporary access libraries in Concord, Weare, Webster, Hillsboro, Henniker, and NEC. Hooray!

Donations keep coming in and there has been lots of positive publicity about the library in local media.

The group decided to put off the anniversary celebration and programming planned for the fall and concentrate on a re-opening celebration instead.

Respectfully submitted,

Emilie Christie Burack
Secretary