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## Building Design Committee

May 10, 2010

8:30 am

A meeting of the Library Building Design Committee was held on the above date in the children's room of the Edgartown Free Public Library.

Members Present: L.Mercier, R. Knight, M.Fearey, C.Scott, M.Donaroma, A.Tyra

Members Absent: C.Watt

Public Attendees: Felicia Cheney (Library Director), Margaret Serpa, Anne Vose, Ned Southworth, Janet Aldeborgh.

Meeting called to order at 8:30 a.m.

Minutes approved by Committee unanimously.

The State's requirement for all town officials/employees/committee members to complete conflict of interest training was reiterated. All members present stated that they had completed their training.

The Committee revisited the population figures, specifically the seasonal number of 14,000 provided by L. Mercier and C.Watt. L. Mercier stated that they had corroborated the figures during the past week. He also said that new building growth is fairly consistent and expected to remain mostly flat.

F. Cheney handed out two papers. The first showed the number of patrons for fiscal years 2009 and 2010 broken down by Edgartown residents vs. Massachusetts residents vs. out-of-state residents. The numbers break down to a consistent ratio (32% vs. 29% vs. 39%) for the two fiscal years. The second hand-out compared circulation numbers with foot traffic and then compared the statistics by fiscal year 2009 and 2010. Both show increased growth over the last year.

C.Scott discussed the RFQ process. Fees are negotiated and can continue through construction phase for both the Owner's Project Manager and the Architect. M.Fearey raised concern for moving quickly to hire an OPM as well as an architect, because West Tisbury's library building project is just ahead of Edgartown. He does not want Edgartown to lose the opportunity to hire the best because West Tisbury got them first. Pam Dolby suggested that the RFQ include a requirement for the applicant to have a construction supervisor's license. It was discussed that that requirement was addressed in the current document.

There was discussion regarding the alternatives to be evaluated by the OPM/Designer consultants. It was the consensus of those present that the Committee will evaluate the feasibility of renovation of the Carnegie Building and the Old School to determine a plan that will most effectively accommodate the Library's needs. M. Fearey put a motion on the table to accept the RFQ as presented with a few minor changes as noted by C. Scott. L. Mericer seconded the motion. The Committee voted unanimously to submit the RFQ to the town selectmen, have it reviewed by town counsel, and to advertise it.

C. Scott and A. Tyra discussed the Committee visiting libraries which have recently undergone new construction. C. Scott suggested that A. Tyra and/or F. Cheney should accompany committee members to provide insight regarding library services. F. Cheney will work with the Mashpee library director to arrange a visit.

Next action priorities. Before the RFQ can be advertised the Selectmen must vote on a town Designer Selection Criteria. M. Donaroma and M. Serpa assured the Committee that this would be taken care at the next meeting. Also, the selectmen have sent letters to relevant organizations stating that the library is looking into using the old school for a possible expansion.

Needs assessment. The Committee agrees that a needs assessment from the staff should be ready in the next two weeks. The Committee will need to have it ready for the OPM and the Architect to review.

Next Monday's agenda should include progress on the library needs assessment, questions for the Massachusetts Board of Library Commissioner's representative, discussion of the architect's RFQ/contract/advertisement. M. Fearey will not be attending Monday's meeting.

Meeting was adjourned at 9:22 a.m.

Respectfully submitted by,

Approved:

Felicia Cheney

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Chris Scott, Chairman