

Gloucester Lyceum and Sawyer Free Library Building Committee

Minutes for Meeting: November 16, 2016 at 9:00 a.m.

Sawyer Free Library Workroom

Present:

Deborah Kelsey, Paul McGeary, Peter Feinstein, Meredith Fine, Fred Cowan

Also Present:

Owner's Project Manager: Knight, Bagge & Anderson, Inc. – Alex Corbett

Architect: Dore & Whittier Architects, Inc. – Brad Dore

Architect: Oudens Ello Architecture – Matthew Oudens

Library Brand Developer: Armstrong Brand Consulting – Christine Armstrong

Meeting Called to Order: 9:00 a.m.

Meeting Adjourned: 10:05 a.m.

P. Feinstein convened the meeting at 9:00 a.m. This meeting was held to review public outreach strategy, and schematic design updates.

Public Outreach Strategy

C. Armstrong began by reviewing a presentation intended for the Library Board later in the day. Content included new branding styles and marketing/fundraising strategies for the library and the library building project. Committee Members discussed the need to integrate this form of public outreach with the building project. C. Armstrong outlined potential public event dates to showcase the new library design.

Project Updates

M. Oudens continued by reviewing general project updates. M. Oudens presented revised floor plans reflecting comments made during an informal MBLC project review. While small changes were made to the interior spaces within the building, the building footprint remained untouched. Renderings allowed Committee Members to see materiality selections, as well as roof heights, and general site layouts. M. Oudens indicated that the revised parking lot layout will result in thirty-two parking spots, two less than what currently exists. M. Oudens also confirmed that the Beech tree will remain in its current location.

Approval of Minutes

P. Feinstein recommended the vote for approval of the November 2, 2016 Meeting Minutes.

VOTE: Mr. Peter Feinstein motioned. Mr. Fred Cowan seconded; voted unanimously to approve minutes from the November 2, 2016 Library Building Committee Meeting. Motion carried 5-0-0.

Next Steps

The next meeting date was scheduled for November 30, 2016 at 4:00 p.m.

Adjournment

VOTE: Mr. Peter Feinstein motioned; Mr. Paul McGeary seconded; voted unanimously to adjourn the meeting at 10:05 a.m. The motion carried 5-0-0.

*Minutes respectfully submitted by Knight, Bagge & Anderson
Owner's Project Manager*

Meeting Handouts

- Agenda for November 16, 2016 attached with Minutes from the November 2, 2016 Committee Meeting
- Brand Development Update & Launch Presentation