

JONES LIBRARY

NORTH AMHERST LIBRARY • MUNSON MEMORIAL LIBRARY

NOTICE OF MEETING

Inhabitants of the Town of Amherst:
You are hereby notified that there will be a meeting of:

Public Body: The Jones Library, Inc. Buildings and Facilities Committee

Date: Tuesday, October 4, 2022

Time: 4-5pm

Location: Zoom Webinar

ADVISORY TO THE PUBLIC: This special Jones Library Buildings and Facilities Committee meeting will occur virtually via ZOOM and will be streamed live here:

You are invited to a Zoom webinar.

When: Oct 4, 2022 04:00 PM Eastern Time (US and Canada)

Topic: The Jones Library, Inc. Buildings and Facilities Committee Meeting

Please click the link below to join the webinar:

<https://amherstma.zoom.us/j/85353876290>

Or One tap mobile :

US: +13017158592,,85353876290# or +13092053325,,85353876290#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

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Webinar ID: 853 5387 6290

International numbers available: <https://amherstma.zoom.us/u/kcsKp4rpCa>

Meeting Agenda

- I. Call to Order (Welcome, Alex, Farah, George, and Sharon!)
- II. **Minutes (8-23-22) ***
- III. Public Comment
- IV. Delivery Van Update
- V. North Amherst Library Building Project Update
- VI. Monthly Buildings and Grounds Report
- VII. Backup Building project Planning
- VIII. Topics Not Anticipated by Chair 48 Hours in Advance
- IX. Adjourn

Next Meeting: Thursday, October 27, 2022; 4pm; Zoom

*** Please note that the list of topics in this notice was comprehensive at the time of posting, however the public body may consider and take action on unforeseen matters not reasonably anticipated by the Chair 48 hours in advance of the meeting.*

** Denotes handout(s) will be made available.*

Red indicates vote required.

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joneslibrary.org

Meeting of the Jones Library, Inc. Buildings and Facilities Committee
August 23, 2022 9:00 a.m. meeting conducted via Zoom webinar

Members Present: Alex Lefebvre, Farah Ameen, and George Hicks-Richards
Also Present: Sharon Sharry, Nate Malloy, and members of the public (3 attendees)

- I. Meeting called to order at 9:02 a.m.
- II. **MOTION:** To approve the minutes of July 28, 2022. Approved 3-0-0.
- III. Public Comment - None
- IV. CPA Agreement
 - A. **MOTION:** To recommend that the Board approve the attached Community Preservation Act Grant Agreement for the sum of \$1,000,000 to be used to rehabilitate a part of the Building in order to make it functional for its intended use of preserving the holdings of the Library's Special Collections/Archives.
Approved 3-0.
 - B. Reviewed revised CPA Agreement
 1. Changed commencement date to January 1, 2024, to reflect delays in project and anticipated timing for use of funding
 2. Revised HPR language to reflect the existing HPR rather than the need for a new HPR
 3. Updated Indemnification language to match language in HPR with the Town
 4. Removed language that the entire cost of the project in excess of the grant would be paid by Grantee as their will be town money, included in the project and parsing out funds to make sure town money is spent on other parts of the project is overly onerous
 5. Amended Termination language to remove pursuing rights and remedies
 6. Amended Return of Funds to remove the section related to claw back of funds expended.
 - a. What if project does not move forward or there is a delay, what is the impact on this Agreement? The CPA funds are contingent on the project moving forward. If the project does not move forward this agreement would not go into effect. If there is a project delay, the commencement date in the agreement should have a reasonable amount of time built into it to not create an issue.
 - b. Nate stated that sometimes that is the case with these projects and the contract stipulates that the town can extend the time period.
- V. North Amherst Library Building Project Update
 - A. Have a tentative opening date of Monday, August 29. Signage is up, removed 3 van-fulls of books that we did not have space for and will be processing them at the Jones. This will happen in the Goodwin Room as it is the only space available. Book drop should be installed today.
- VI. Topics Not Anticipated by the Chair
 - A. Next meeting, need to change schedule from 9 am meeting. Changed next two meetings to September 22 at 4 pm and October 27 at 4 pm.
 - B. HVAC system update - dealing with control issues – have to reset every morning because not coming on automatically. Having a part shipped in to replace the part needed. No one stocks anymore so difficult to source.

- C. What is the biggest priority for the library in terms of maintenance at this moment? Entire HVAC system including controls and equipment. There are other priorities, but this is the one that keeps us from opening and protecting collections.
- D. Requested that this committee receive a maintenance update presentation at each B&F meeting going forward. Also requested a review of the prioritization of building needs and to begin preparing a request for funds from JCPC (as a placeholder as we would be unable to wait until the next cycle if project does not move forward.)

Meeting adjourned at 9:21 a.m.

Respectfully submitted by Alex Lefebvre

DRAFT