Meeting of the Jones Library, Inc. Buildings and Facilities Committee  
October 17, 2023  4:00 p.m.  meeting conducted via Zoom webinar

Members Present:  Alex Lefebvre, Farah Ameen, and George Hicks-Richards  
Also present:  Sharon Sharry and members of the public (4 attendees)

I. Meeting called to order at 4:00 p.m.

II. **MOTION:** To approve the minutes of September 19, 2023. Approved 3-0-0.

III. Public Comment - none

IV. Delivery Van Update  
   - In the process of getting the charging station purchased and delivered.  
   - The van has not arrived yet but trying to get the charger before the van comes. Ford is no longer offering the charger through the dealerships. We have to work directly with Ford.

V. North Amherst Library Building Project Update  
   - Still waiting for the Certificate of Occupancy. The NAL staff is working at the Jones until the building is opened. There are some roof repairs that need to be made prior to issuing the Certificate of Occupancy. Once issued, the staff would like a month to get things organized.  
   - Question about why the roof is needing repair. Is this the existing roof or the new roof? The new metal roof was not properly installed.  
   - Question if the staff can begin the work in the new building prior to the Certificate of Occupancy being issued to cut down the one month needed to open? The library is not permitted to work in the building until the Certificate of Occupancy is issued. The new circulation desk has not been delivered yet. IT needs to set up the wiring for phones, computers, internet, etc. The lift is required for moving in materials, furniture, etc. and cannot be used until the Certificate of Occupancy is issued.  
   - Do we have an estimate from Town on when the roof will be repaired and we can get into the building? Not at this time.

VI. Monthly Building and Grounds Report  
   - There was a bench stolen from the front of the North Amherst Library. Has not been located yet.  
   - Heat has been turned on in the Jones for the winter. So far, no problems.  
   - Jones’ tent has been taken down and town has taken possession. We don’t have a place to store the tent and the tent was purchased with a Town grant.

VII. Backup Building Project Planning – the Town has not provided any updates or additional information to the Library.

VIII. Topics Not Anticipated by the Chair - none

IX. Meeting adjourned at 411: p.m.

Respectfully submitted by Alex Lefebvre