

South Jefferson Public Library
49 Church Street
Summit Point, WV 25446

The Board of Directors of the South Jefferson Public Library met on Tuesday, March 12, 2019 at 5:30 PM with Cathie Burke, Edmond Uzan, Geoff Koch, and Nick DiGennaro, Library Board Members, and Dana Jenkins, Library Director in attendance.

Minutes:

- February 2019 minutes were approved.

Treasurer's Report:

- The treasurer's report for February 2019 was reviewed.
- Invoices from March were approved.
- Under no objections, the treasurer's report was approved.

Director's Report:

- The Circulation and Statistical reports through February was reviewed.
- The monthly report from Martinsburg for February was reviewed.
- The Library Budget Spreadsheet for February was reviewed.

Unfinished Business:

- Expansion Update
 - Architect Q&A tonight (March 12, 2019).
- Home Depot Blinds
 - Measured the blinds March 11, 2019.
- LED Lighting ordered
 - Once the lighting arrives, installation will be scheduled.
- Ancestry.com subscription ended.
- Will use computer for eBook/audio searches.

New Business:

- Girl's Day Out event – Saturday, March 23, 2019.
- Architect Q&A:

Jim Burton

- Typically shows 3 or 4 schemes in the beginning phase of each job for options after hired. Proposal will have 1 scheme.
- Outdoor pavilion
 - Retractable awnings are a possibility.
- Possible canopies for rain cover along walking areas.
- Have a licensed interior designer on staff.
- Have an acoustic engineer on staff, as well.
- Would possibly look into using solar panels to save on electricity costs.
 - Maybe share with other buildings in the cost?
- Columns around new entry-way would provide a new look and feel to the library.

- Grant money could be available. Jim could look into this.

Lyn Welsch

- The current meeting room is 18 ft X 21 ft. The new one would be 30 ft X 30 ft. Occupancy would be over 100. We would need more bathrooms to accommodate the expanded occupancy. Two bathrooms with two stalls in each.
- The current library portion would be turned into all stacks.
- The current office would be expanded into the Ruritan's room and the office bathroom would be turned into more office space.
- Current entryway would be left and the new entryway would be at the edge of the addition.
- We may have to see if the pavilion can be placed closer to Summit Point road.
- MEP, Site Plan, and Architectural costs should be itemized to accurately compare to other proposals.
- Lyn said her part of the proposal would be about \$3,000.

Respectfully submitted,

Geoff Koch
Board Member