

**Wolfeboro Public Library Board of Trustees**  
**Building Committee**  
**Minutes**  
**May 23, 2014, 12:30 – 2:00 pm**

**Staff Attendees:** Sara Lauer, Lynne Clough, Susan Fuller

**Staff/Building Committee Attendees:** Cindy Scott, Barbara Widmer, Joyce Davis

**Building Committee Attendees:** Mike Hodder, Prue Fitts, Candace Thayer

Cindy has adjusted the 2010 Building Program Summary. In 2010, the question was “on these two lots what is possible”. In 2014, the question is “what is practical” while giving the Library flexible, multi-purpose space for current and future services and programming. Recognizing that costs in excess of six million dollars will probably not be supported by the electorate, Cindy has eliminated approximately 6000 sq. ft. from the 2010 “dream plan” resulting in a planning goal of 17,550 sq. ft. The current building is approximately 10,000 sq. ft. To accomplish this reduction:

- One quiet study room and the café were eliminated.
- All meeting spaces are now multipurpose and multigenerational.
- All specified spaces, such as YA or New Books, are able to be redefined for new uses as necessary.
- The 2010 Children’s Story/Craft Room will be placed between the children’s and adult areas creating a multi-generational space with a water source.
- There will be more than one staff work room, based on function, to accommodate staff and volunteers.

The current thinking is that a renovation with addition of the existing building would better satisfy the space and programmatic goals for the expanded library. It is felt that the Glidden lot is too narrow to fulfill the desired requirements. It would be interesting to see if an L-shaped or interesting, non-boxcar shaped building could be laid out on the combined lots that fulfilled the building program requirements while leaving the existing building to be repurposed for another Town use.

The Staff shared their vision and requirements for an expanded library with the Building Committee.

- Children’s area:
  - Separate Children’s area with its own (Children’s) bathroom. Currently, the bathrooms are located outside of the Children’s area adjacent to a building exit creating a safety issue.
  - Color

- Lower ceilings
- Comfy spaces
- Surfaces for messy activities
- Adult/small child seating for story times, reading to child, etc.
- Staff work areas:
  - Current office/work spaces are part of a traffic corridor; resolve this issue
  - Have more than one work area for staff and volunteers based upon function
  - Work areas to accommodate 10 people
  - Less visual clutter from circulation desk into office/work areas
  - Sight lines from Circulation Desk and Children's area desk
  - Windows
- Storage:
  - Lots
  - 1000 sq. ft. assigned in 2014 Building Program
  - Storage of stackable chairs and tables very important
  - Window seats
- Meeting spaces:
  - Wide-open spaces which can be used in multiple ways by multiple ages
  - Equipped with white boards and screens
  - Local History/Heritage Room
    - Shelving and cabinetry for historic Wolfeboro materials and collections such as the Bowers postcard collection
    - Meeting space accommodating 20 - 25
  - Quiet study room seating 6 – 10
  - "Story/Craft" room with water source adjacent (in between) children's and adult areas – multigenerational
  - Good light control
  - Tall feeling
  - Bring community together
- Kitchen
- Seating:
  - Pockets of seating sprinkled throughout building
    - Nooks and crannies
    - Window seats
- Windows that open
- Maker spaces
- No separate rooms for YA and Wi-Fi
- Book Drop
  - Drive-up
  - No internal access to the Library

- Internal book drop as part of Circulation Desk
- Security System
  - Perimeters only
  - No motion detectors or floor sensors
  - Camera system for internal security and observation of non-sight line areas
- RFID
  - Create space for future usage, but not active now
  - Self- Checkout – staff says no
- Quiet Areas:
  - Nooks and crannies seating
  - Local History room
  - Create more sound proofed areas where people conducting business on their phones, etc. not bothering others
    - Use corners to block/absorb sound
    - Baffles hanging from ceiling to absorb sound
  - Smaller kinds of intimate spaces
  - What's around that corner?
- Social areas:
  - Circulation Desk
  - Periodical area
  - Fireplace
  - Children's area
  - YA area
  - Computer/Wi-Fi areas
  - Staff
  - Areas where people can use their phones to conduct business, etc.
  - Small table/chair areas located by perimeter windows where people can have coffee and chat and/or meet; e.g. an informal Café
  - Study carrels which can be used for conducting business or project work
- Lighting:
  - LED
  - What is % of full spectrum lighting (sunlight) for LED?
  - Lots of natural light
  - Lighting from top of stacks
  - Lamps
  - Reading tables with electrical and Ethernet outlets
  - Occupancy sensors in all public places
  - Connections to outside
  - Gables
  - Skylights

- Structure:
  - Flooring which has some “give” in areas such as Circ Desk for standing, etc.
  - Utilize Southern exposure for natural light
  - Passive solar
  - Spray Foam insulation
  - Sprinkler system
  - Sustainable building systems and materials
  - Healthy air
  - Low VOC
  - Building Commissioning – process of thoroughly checking all mechanical systems in a coordinated fashion to ensure that computer program setting and design performance requirements are met
  - Do away with the constraint of using existing cinder block walls for support by creating steel framing to support the weight of the roof
  - Porches
- Surprise, wonder, joy and adventure generation:
  - Fireplace
  - Porches
  - Window seats
  - Rain garden around building
  - Wetlands garden and walking/bike paths
  - Interesting windows tucked up high
  - Ceiling heights and forms powerful way to make a statement
  - Lamps on tables
  - Connections to the outside