

# SAUNDERS HOUSE STEWARDSHIP COMMITTEE

Monday, June 18th, 10:30 am  
Byers-Davidson Room, Saunders House  
88 Middle Street, Gloucester, MA

**Attendance:** Prudence Fish, Jane Mead, Bill Remsen, David Rhineland, Mern Sibley (Chair), Library Director Deborah Kelsey, and guest Peter Feinstein and Lynne Spencer from Spencer, Sullivan, and Vogt (SS&V)

**Not Present:** n/a

1. Welcome and introductions. This meeting is being recorded
2. Approval of minutes of 5-21-18. Bill moved to approve the minutes as presented. David seconded and the minutes were approved.
3. New business:
  - a. Report on a visit from Rosemary Waltos & Lauren Stara of Mass. Board of Library Commissioners (MBLC):
    - i. They stated that the grant will not cover any costs associated with the Saunders House because they feel it is not suitable for library functions proposed in the Building Plan. Use of SH would constitute a “change in site” and would require re-applying for the grant.
      1. The deed requires the SH support library functions not necessarily house the library.
        - a. At our own expense we could add functions compatible with, and that would enhance, library functions happening in the main building.
      2. This does not limit our ability to apply for preservation funds.
      3. Mern and Deborah met with Lynne Spencer to discuss options moving forward.
    - b. Lynne’s presentation:
      - i. Library regulations require a stress-load limit of 150 pounds per square foot (vs. the 100 pounds we had been planning on). This is doable on the first floor, possible for the second floor, and impractical on the third floor.
      - ii. Lynne suggests moving forward with their Scheme II.
        1. Bill requested adding bathrooms to the second floor (missing on the initial draft).
      - iii. We can move forward with the separate utility systems.
      - iv. Concerns/Issues to be addressed:
        1. The Annex and the entrance. Discussion about whether to offer access to the Saunders House and/or the main library and/or basement archives.

2. Elevator – do we or don't we? Depending on the use a vertical lift might be called for instead.
3. The basement and storage of archives. There was discussion of what this would look like. The Committee requested Lynne include this as part of her proposed plan. Deborah pointed out that there is a formal joint committee made up of City, Cape Ann Museum, SFL, and citizen representatives (Local History and Archives Advisory Committee) working on long-term plans; SFL can be part of the solution.
  - v. Peter suggested dedicating the Saunders House to a single function (to be determined) that is important to the City and relevant to the building and library. Discussion ensued.
  - vi. Plans and fundraising will need to be coordinated with the Building Plan.
  - vii. There was brief discussion on using the third floor for preservation studies and workshops.
  - viii. SS&V will proceed with plans for the Saunders House. Entrance options are still to be decided when we have better idea of what can be done with the Annex.
4. Noon: Adjourn. There being no further business Jane made a motion to adjourn, Bill seconded and the meeting was adjourned.
5. Next meeting July 16<sup>th</sup>, 10:30 am

Respectfully submitted, Tracy Bowen