



DORE & WHITTIER
ARCHITECTS, INC.

MEETING MINUTES

DATE OF MEETING: February 13, 2018 3:30pm
PROJECT: Gloucester Lyceum and Sawyer Free Library (SFL)
Monell Renovation/Addition (SFL-M)
PROJECT NO. 16-0735
SUBJECT: Meeting #1 – MBLC
LOCATION: Dore & Whittier, 260 Merrimack Street, Bldg #7, Newburyport, MA

ATTENDING:		Present
Deborah Kelsey (DK)	Library Director, Sawyer Free Library (SFL)	x
Andrea Bunker (AB)	Library Building Specialist, MBLC	x
Lauren Stara (LS)	Library Building Specialist, MBLC	x
Matthew Oudens (MO)	Architect, Oudens Ello Architecture (OEA)	x
Maria F- Donovan (MFD)*	Project Manager, D&W	x

New Business

Item #:	Description	Action By:
1.0	The team explained that the project now consists of an addition/renovation project to the existing Monell building, as opposed to an all new building, on the same site as the previous iteration. This add/reno project will be cost estimated at the end of conceptual design and compared to the all-new (revised) building previously designed in order to make a decision in which direction to go towards. There is strong inclination by many in the Gloucester community to keep the existing building for historical and sustainability reasons and therefore price may not be the deciding factor.	Record
1.1	Lauren Stara asked if the board understands now that the city needs to contribute to the library funding and involvement. Deborah stated that they understand that the city will need to contribute and that there is an MBLC process that needs to be followed.	
1.2	Deborah informed Lauren and Andrea that the Gloucester Mayor, who is in her second term, will be updated on the project at an upcoming meeting.	
1.3	Matt presented the process of getting to the current design options, and walked through 3 add/reno options which the working group agreed to proceed with.	

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1.4 The 3 add/reno building design options all have:

- The goal is to preserve Monell as much as possible.
- Similar program distribution in three floors as the previous all-new building design.
- Dedicated elevators for Saunders House and Library so that each facility can function independently.
- Proposed parking does not meeting MBLC guidelines. The site is simply too small. MBLC stated that this is something that can be worked out.

1.5 The Working Group and the library staff is leaning towards Option 3, which Matt Oudens presented. (See plans attached).

Items to note:

- Windows will be replaced with high-efficient, larger windows as the proposal includes removing the mechanical wall units below the windows and replace them with windows to improve façade appearance and performance.
- There is a need for a larger meeting room at the children's space.
- There is a lot of sustainability interest in the community.
- The entry has yet to be resolved and include gallery options.

1.6 MBLC Comments on Option 3:

- Option 3 results in 7 parking spots less than Grant. The MBLC accepts that and is willing to work with that.
- There will be a glassy connector between the renovated library and the Saunders House. The MBLC accept the connector to be built as part of the project but it shall not be funded by this project, as it is not part of the program.
- Sightline concerns:
 - Lower floor Reference service point sightline to the lower entry is questionable. Needs improvement.
 - A service point/supervision at teen room is needed.
 - Concern about not enough sight line between circulation desk to adult collections. Consider a stair revision/relocation for stair 2nd to 3rd floor to improved sightlines from Circulation

desk to adult reading collection.

- The Terrace would need drainage, snow melting system. Terraces at other libraries have not gotten used that much and therefore, the questions has to be asked: is it worth keeping? Gloucester has the added concern of seagulls making the space unreliably occupiable at best. Would it be better to capture that space to increase usable SF? The Terrace could be given up in exchange for space for both teens and children to share.
- If there is interest in a moving partition, a good reference: The Reading Library has a movable partition that is sound proof, and works well, resulting in successful very heavy use.
- Furniture: Lexington Library meeting room tables work well: adjustable so good for children and teens. Tim Tables in Motion
- Staff offices downs stairs are too far away, at the corner, isolated.
- How is the SF compared to the Grant? Matt stated that the goal is to match it, although existing plans may be a about 1500 SF larger.

1.7 Deborah asked if the library can get rid of wired computers. MBLC said yes, but there need to be computers available permanently at the accessible stations and OPACs need to be made available through the library. Laptops are acceptable if done right. Check Woburn, Johnson renovation at BPL (has keyboards).

1.8 Matt asked how the MBLC feels about funding the add/reno project as opposed to the new building project. Both Andrea and Lauren said that is acceptable.

Lauren Stara asked if the library is taking on city and museum collections. Deborah said no. There is talk about space providing space at other locations, one being the Saunders House.

1.9 Deborah stated that the Building Committee has agreed to work with the Library Strategies Group.

1.10 Next Steps: When the team feels ready to contact the MBLC, provide the floor plans for review. A meeting will be planned if the MBLC feels it is need. For now, they are comfortable with what they have seen.

1.11 The next project meeting: TBD

1.12 Meeting adjourned at 5:32 PM

The above is my summary of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes within 10 business days. After 10 business days, these minutes will be considered final and included in the project record.

Sincerely,

DORE & WHITTIER ARCHITECTS, INC.

Architects ■ Project Managers

María Fernandez-Donovan AIA, LEED AP BD+C

c: Attendees, File

Sawyer Free Library

Gloucester, Massachusetts

MBLC Meeting #1

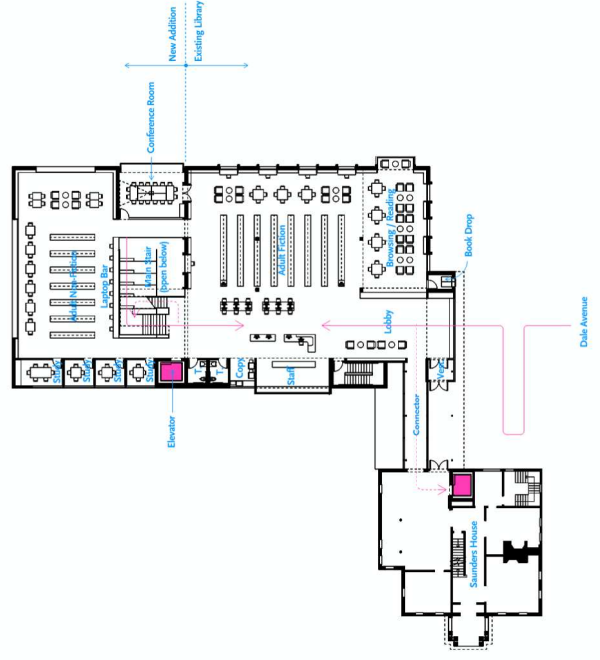
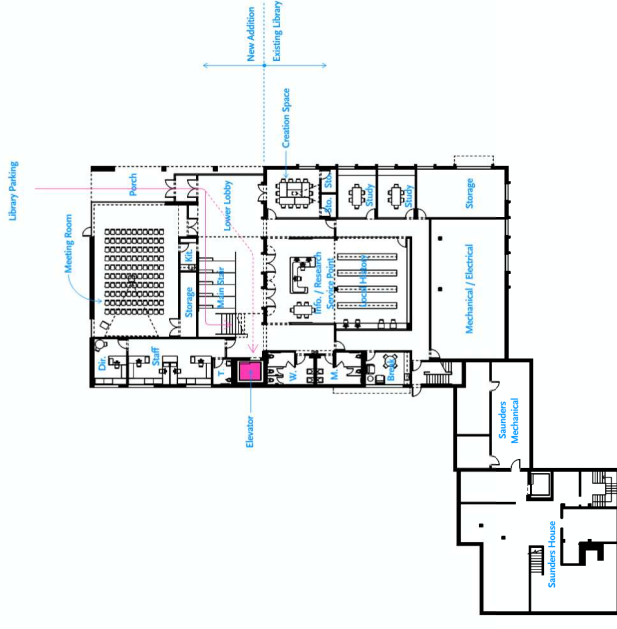
February 13, 2019

Oudens Ello Architecture



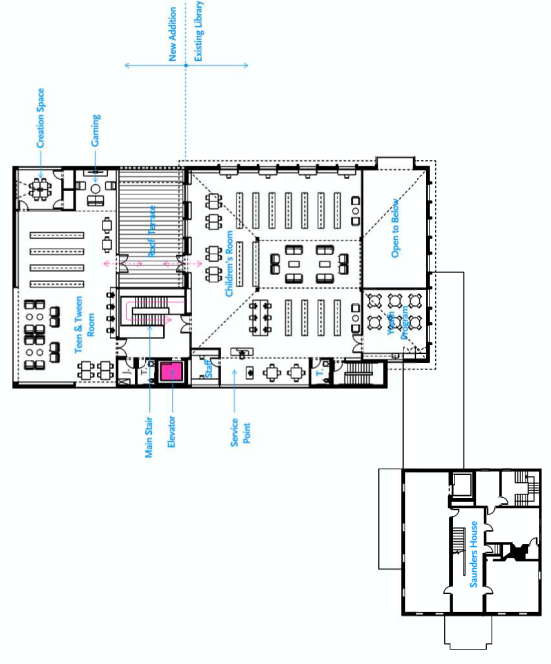
Option 3 - First Floor

Sawyer Free Library 02.13.19 MBLC Meeting #01
Oudens Ello Architecture



Option 3 - Second Floor

Sawyer Free Library 02.13.19 MBLC Meeting #01
Oudens Ello Architecture



Option 3 - Third Floor

Sawyer Free Library 02.13.19 MBLC Meeting #01
Oudens Ello Architecture