

TADL Facilities & Services Committee
Minutes

January 28, 2016 ~ 2:00 p.m.

Thirlby Room
610 Woodmere Avenue
Traverse City, Michigan

Attendance: Mark Payne, Chair; Andy Marek, Vice-President; Jerry Beasley, Secretary; Gail Parsons, Director, and Jill Porter, Assistant Director for Public Service, Aaron Olson, Sight & Sound Coordinator, and Bruce Bennett, Facilities Manager.

Public Comment

There was no public comment.

Agenda – The agenda was approved as distributed.

Approval of Minutes

The minutes of October 22, 2015 meeting were approved as distributed.

McGuire Room Technology Upgrade

Aaron Olson outlined the current state of the projection, recording and public address systems in the McGuire Room for the committee. The PA system, though 17 years old, is still in working order. There have been failures with the projection system, and the recording equipment consists of outdated, incompatible discards from TCTV2 and NMC. Members agreed that upgrades are needed and suggested preparing an RFP with help from LIAA and/or NMC. They also advised investigating solutions that other institutions, such as the Chamber and Milliken Auditorium, are using. In 2015, Olson noted that he had gotten a quote of \$36,000 for a new projection system. Staff will begin the process of developing the RFP so that realistic estimates for replacement can be obtained and will return to the committee with their findings.

Roof Project Update

Bruce Bennett reported that the project is at the “finish line.” Everyone involved with the work will be meeting on January 29 to wrap things up. After discussion, Payne recommended having another roofing contractor examine the roof in the spring to determine if there are additional areas of wood rot.

The History Center Collection

The shelving that once held the Talking Book Library collections is being removed to accommodate the History Center Collection. Bennett is disposing of the shelves since their specific design makes them unsuitable for other types of material. Plywood flooring is also being torn out. History Center volunteers will begin transferring the collection February 11 and 12 including their existing shelving. We will be looking at a solution for the floor since it was not possible to reuse the carpet that was torn up.

Next Meeting

The next meeting is scheduled for February 25, 2016 at 2:00 p.m.

Public Comment

There was none.

Adjournment

The meeting adjourned at 2:55 p.m.