

### Community Reference Group Meeting Notes

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- Date:** Wednesday 2 May 2018
- Time:** 5.30pm for 6pm start until 7.30pm
- Venue:** The Cottage, Thomas Street Centre, 1 Thomas Street Nailsworth
- Chair:** Brendan Lott (Manager Community Development)
- Note taker:** Melissa O'Kelley (Senior Library Officer)
- Attendees:** Prue Blaikie, Caroline Ashmeade, Anna Graves, Tyler Gates, Reb Rowe, Kym Whittington, Deputy Mayor Mark Grootte, Sue Michael, Ali Blake
- Other Attendees:** Ben Footner (Manager Library Services), Liz Gunn (Community Development Officer), Chris Newby (CLIC Project Lead)
- Apologies:** Vicki Rigney, Jess Tovara, Sharron Ward, Frances McKenzie-Smith, Shaun Lyon

#### 1. Welcome – (Brendan Lott)

#### 2. Update on design and layout – (Chris Newby)

- Council has now committed to the final design and layout
- 100% of the external design has been adopted by Council
  - External and internal lighting still being explored
- Powerpoint presentation by Chris of latest designs
  - ACTION: Brendan to email CRG members a link to the latest designs
  - Internal finishes
    - Black paint used to highlight some architectural details
    - Terrazzo tile – black and white with flecks of yellow to bring warmth
    - More use of colour will be used for furniture and fittings
    - Art Gallery and store – moveable wall to create a window gallery; the store will have a sink and fridge
    - Local History and study area – Local History area will be a 'nook'; storage potential will be reduced but opens up opportunities for more collaborative meeting space
    - Large event/meeting space on 1st floor – 16 seat reconfigurable table for council meetings
      - CRG members expressed concern about the table being a permanent fixture and that the room will become a purpose-built council meeting space instead of a community/events space
    - Flooring
      - Town Hall will stay as is (wood)
      - Terrazzo on most areas of the upper ground floor
      - Carpet in children's area and around the perimeter of the collection space
      - 1<sup>st</sup> floor will be a wooden floor
    - Customer Service Area
      - 3 pods and some break out space
      - Possibility of going cashless

- CRG members expressed opposition to going cashless
- Screening – decision by council to not have any screening between the library collection on the upper ground floor and the rest of the facility
- Comments/Questions from CRG
  - Pleased with the demolition – it has been fast, quiet and workers have been friendly
  - Terrazzo flooring – still concern that it will be too cold, hard and noisy
  - Question: Is there a meeting room large enough for ESL classes? Answer: Yes, the events/meeting space on the first floor is large enough
  - Question: Where will the immunisation clinic be and will there be privacy? Answer: The Makerspace room in the Town Hall will be suitable
- Further thoughts/questions/comments on design can be directed to Chris Newby

### 3. Open Discussion – Facility Management (Ben Footner)

- Proposed Opening Hours
  - Current Opening Hours of Thomas Street Centre
    - Mondays – closed
    - Tuesdays – 10.15 to 8.30pm
    - Wednesdays, Thursdays, Fridays – 10.15 to 6pm
    - Saturdays – 9 to 4pm
    - Sundays – 2 to 5pm
  - Proposed Opening Hours discussed with CRG members
    - Mondays, Tuesdays, Wednesdays, Fridays – 9 to 6pm
    - Thursdays – 9 to 8pm
    - Saturdays – 10 to 4pm
    - Sundays – CRG expressed an expectation that the library will continue to be open on Sunday afternoons
    - Suggestion by CRG that basic council services be offered from 5-6pm during the week and that on the late night opening night more complex council services will be offered
- Further thoughts/questions/comments on opening hours can be directed to Ben

### 4. Next meeting – if you represent a community group, ask your group how it will use the building so that this can be discussed at a future CRG meeting

**Meeting closed at 7.30pm.**

Next meeting to be held on Wednesday 6 June 2018 at 6pm – 7.30pm (*refreshments available from 5.30pm*) at the 'Cottage' behind the library at 1 Thomas Street Nailsworth.