

**Caryl Management Advisory Committee
Meeting of January 20, 2016 – 7:30 a.m.
MINUTES - draft**

Present: Chris Boland, Jim Dawley, Mark Ghiloni, Alexia Pearsall, David Ramsay, Matt Schmid, Ruth Townsend, Karl Warnick, Kathy Weld; Maureen Dilg; Don Mills, architect.

Approval of minutes: The minutes of November 18, 2015 were approved as presented.

Restroom renovation project: Architect Don Mills presented pre-construction design drawings for the four bathrooms to be renovated, showing the design changes and improvements that have been incorporated since the presentation of the preliminary design drawings last November. These included plans for new lighting, walls, floors, ceilings, insulation, exhaust controls, and venting; new plumbing piping, toilet fixtures, and lavatories. He presented options of materials for countertops, toilet partitions, acoustical tiles, floors, and walls; committee members indicated their preference in each category, generally for good quality in the medium price range.

The next phase will be the creation of construction drawings and bid specifications, to be ready to go out to bid early to mid April. Construction – or rather, demolition – is scheduled to start mid June, when most of the regularly scheduled, high volume programs have ended for the school year.

Hallway wall displays: Ruth reported that she is still working to facilitate the creation of wall displays for COA, Parks and Recreation, and the two community theatre groups – Dover Foundation and Open Fields. She is assembling the information regarding numbers and sizes of frames needed for each group prior to placing an order.

No date was set for the next meeting.

The meeting was adjourned at 9:00 a.m.

Respectfully submitted,

Kathy Weld