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**Gloucester Lyceum & Sawyer Free Library  
Building & Grounds Committee – Meeting Notice  
Monday, February 11, 2019**

The Monthly meeting of the Sawyer Free Library Building & Grounds Committee will be held on **Monday, February 11, 2019** at 4:30 PM in the Muzzey Room, Saunders House, Sawyer Free Library.

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Gloucester Lyceum & Sawyer Free Library  
Building & Grounds Committee  
Meeting Agenda  
Monday, February 11, 2019

1. Call to Order
2. Welcome and Recent Developments
3. Approval of January 14, 2019 minutes
4. Interior Update –
  - a. Furniture purchases
  - b. Bathrooms update
  - c. HVAC update
5. Exterior Update – Dan Ottenheimer
  - a. Exterior Lighting – Dale Avenue stairs
6. Saunders House Update – Mern Sibley
7. Open tickets – Fred Cowan
8. Other
  - a. Safety personnel: update on SafeGuard Blue – Larry Ingersoll
  - b. Improving audio/visual presentation equipment
    - i. Friends’ Participation – Kecia German
  - c. Facilities Manual Update – Fred Cowan and Chuck Everett
9. Concerns of Members
10. Adjourn
11. Next meeting: March 11, 2019 at 4:30pm