**BROOKS ACADEMY MUSEUM COMMISSION**

**MINUTES**

**AUGUST 8, 2018**

MEMBERS PRESENT: David Spitz, Chair

 Sandra Hall, Vice Chair

 Peggy Rose, Clerk

Barry Knowles

 Deb Miller

OTHERS: Janet Cassidy, Director, Harwich Historical Society

Bertaux + Iwerks Architects: Chris Iwerks and Lian Davis

Harwich Historical Society: Taffy Aldrovandi, Vicki Kennelly, Sally Cormier and Carol DeChristopher

**I. Call to Order**

 The Chair called the meeting to order at 9:30 AM.

**II. Meeting with Consultant for Brooks Academy Museum Improvements Study**

The project architects presented their outcome tracker results, which tracked all major issues identified by local stakeholders and assigned a level of importance to each item. Several questions were raised to clarify the matrix of results.

The project architects then presented a proposed new floor plan which included the following components:

* Excavation of the basement under the entire footprint of the existing building to allow additional record storage and work area.
* Installation of an elevator to serve the basement, first floor and second floor.
* Relocation of the entrance to the north side of the building under the historic columns.
* Revised location of display rooms and office areas.

A number of questions were raised about the specific details of the plan, but the overall concept was well-received.

The project architects said that cost information would be available in another month. Several grant opportunities were discussed including the Massachusetts Cultural Council, Massworks, historical grants and accessibility grants.

**III.** **Adjourn**

 There being no further business, the Chair adjourned the meeting at 11:30 AM.

 Respectfully submitted,

 David Spitz, Chair