

Galway Public Library, Building and Grounds Committee Meeting
Thursday September 18, 2025

In attendance:

Library Director Deb Flint, Board of Trustees: Stephanie Todd Payton
Galway Preservation Society: Jon Hallgren and Bruce Sanders

Meeting began 5:30 PM

Topic: Environmental control in the library archive room

- Jon and Bruce have proposed a combination of residential dehumidifier and humidifier to maintain proper humidity in the library archive room. The parameters recommended are 55-68 degrees with 35-50% humidity, preferably on the lower end. The appropriate unit would be turned on or off as the seasons change. The current system is a large one that pulls outside air through a duct, and creates humidity fluctuations in such a small room. Air is constantly added that is too humid during the summer and too dry all winter. The existing vent is to be turned off.
- Automating water supply and drainage are a concern. Creating a safe shelf to mount the humidifier on the wall near the current water and electric supply is a potential solution. The shelf would be located between the existing file cabinets to avoid any risk to the documents stored there, high enough on the wall that the cabinet doors open easily. Additional suggestions included anchoring the unit to the wall with a cable, using a waterproof tray under the unit in case of leaks, and a hose to go down to the existing drain from that tray.
- The dehumidifier could be mounted on the wall near the existing drain, and a drain line could go in the drain.
- Jon will contact a local electrician to see if a GFI must be installed for the humidifier. Jon will also check with someone to do the plumbing. Deb Flint will check with the library maintenance person to see if they can build the shelf.
- Once we have estimates for units and labor, Jon and Bruce will take the information to the Preservation Society board to enquire about funding.

Meeting ended 5:55 PM