

BOARD OF TRUSTEES MEETING
James Blackstone Memorial Library
Wednesday, December 6, 2017

Trustees (Present): Sandra Baldwin, Keira Cervoni, Norman Dahl, Jan Day, Polly Fitz, David Henderson, Matt Hughes, Beth Law, Rick Mahoney, Andy McKirdy, Robin Sandler, Frank Twohill, Gina Wells

Trustees (Absent): Ed Kirk

Guests: Roz Jones, Maryann Amore

Staff: Karen Jensen, Director; Katy Dillman, Development and Outreach Associate Librarian, Gennett Grinnell, Technical Services Supervisor

Andy McKirdy called the meeting to order at 6 p.m.

AGENDA

1.) Public Comments

2.) Additions to the agenda: A proposal to extend the contract with the Construction Manager will be presented during the Building Committee report.

3.) Approval of Minutes (October & November)—action: Rick Mahoney moved to approve the October minutes. Keira Cervoni seconded. The motion was passed. Norman Dahl made a motion to approve the November minutes. Robin Sandler seconded the motion. Rick abstained. The motion was passed.

4.) Director's Report: Carly Lemire had her baby on Nov. 29! She will return from maternity leave on March 1. Due to a family emergency, Jenn Aldieri is out temporarily. The winter calendar was distributed to all the board members. Karen also talked about this week's *Sound* article concerning the renovation, as well as future plans for publicity.

5.) Treasurer's Report: The Hogwarts event raised \$18,000 for the library, which was \$6,000 more than was budgeted! Investments are also doing well.

6.) Committee Reports—only as required

Development Committee—

Annual Appeal: So far, the appeal has raised \$5,000. Work continues on the May fundraising event to be held at the Stony Creek Brewery featuring Gina Barrecca. The Committee will meet in mid-January to work out the details.

Capital Campaign Committee—

Review of past month's activity: On November 28, the library announced an anonymous donation of \$150,000 to the renovation, making the total so far \$650,000! Board members are encouraged to identify more potential donors. On Sunday, January 28, there will be a reception held to thank all donors who have given \$1,000 and up; additional gifts will be announced. Karen sent renovation packages to the 7 new RTM members. So far, three members are coming to the library for renovation presentations.

Building Committee—

Update on progress: In order to ensure that the project cost remains within the projected budget, it is necessary to also bring on the construction manager for the balance of the preconstruction and bidding phase. **It was resolved:** that the Board authorizes extension of the construction manager contract with Downes Construction Co. to complete the Preconstruction & Bidding phase at a cost of \$34,000 to be funded by bequests assigned to the Capital Campaign. After discussion, Robin made a motion to approve the proposal. Polly Fitz seconded the motion. The motion was passed.

7.) Friends of the Library—Holiday Basket Sale: Board members were invited to support the Friends at their holiday basket sale which began Wednesday evening.

8.) Next regular meeting—January 3, 2018—Blackstone Library Auditorium

Andy adjourned the meeting at 6:30 p.m.