

**Gloucester Lyceum and Sawyer Free Library
Fundraising Committee**

**Thursday February 14, 4:00pm – 5:00pm
Byers-Davidson Room
2 Dale Avenue, Gloucester, MA 01930**

Attendance: Simon Paddock (Chair), Fran Aliberte (via Skype), Anne-Marie Anderson, Christine Armstrong (left at 4:45), Paul McGeary (via Skype), and Library Director Deborah Kelsey

Not Present: Joan Pohas

1. Call to order, welcome and introductions
 - a. Anne-Marie moved to allow Fran & Paul to vote via Skype. Simon seconded. Anne-Marie and Simon both voted in favor.
2. Building Program:
 - a. The architects are drafting plans for renovating Monell; the Board requested they focus on Option 3. Dore & Whittier (D&W) will present a more detailed plan of Option 3 to the Board at the February meeting. They are three months away from a cost analysis of the renovation plan (expected in May).
 - i. The question of renovation or building new is still undecided. The group agreed that more information is needed and that we should not rush a decision.
 - b. Discussion of how/whether to involve the public in the decision. Christine and Tracy Davis are working on a schedule of public postings. Now is the time to reach out to legislators about the state budget; we will ask the Corporate Communications Committee to promote a public letter-writing campaign and draft a sample letter. Tracy D has experience with this. March 5th is Legislative Day at the State House.
 - c. Deborah and the D&W architects met with the Mass. Board of Library Commissioners' (MBLC) Construction Specialist to review the renovation plans (Option 3). MBLC liked the plan and feel it complies with the Library Program as presented in the grant application.
3. Other:
 - a. Simon, Deborah, and City Councilor, Ken Hecht visited the Reading Library to see a building that was designed as a combination of existing and new buildings.

- b. Simon drafted a letter to Board President John Brennan and the Board outlining what the Committee needs to do and what is needed to accomplish it; he is looking for help and support from the Board. The list of tasks includes: the Feasibility Study (writing the packet/creating the visuals, adding names for interviews); finalizing formation of the Foundation and the search for an Executive Director (create outreach/visuals for attracting Board members); building support for a capital campaign.
 - i. Simon has asked to have this discussion added to the March Board meeting. We need people with time and energy. Paul will provide an estimate of how many people are needed for each job. We need to recruit more people for the Committee, and we need a plan for how to do that. Deborah can reach out to people to help plan out the work chart. We will bring it to the Corporators at the Annual Meeting – with a sign-up sheet.
- 4. Vote on minutes from January 24, 2019, January 15, 2019, December 3, 2018, November 14, 2018. Simon moved to approve as presented. Anne-Marie seconded and the minutes were approved.
- 5. Next meeting: Wednesday February 27, 2019 at 4:00pm
- 6. 5:15 Adjourn. There being no further business the meeting was adjourned.

Respectfully submitted, Tracy Bowen

Motions Summary

Anne-Marie moved to allow Fran & Paul to vote via Skype. Simon seconded. Anne-Marie and Simon both voted in favor.

Actions Summary

Paul will provide an estimate of how many people are needed for each job