

MINUTES OF THE FRIENDS OF THE SAWYER FREE LIBRARY
WEDNESDAY, DECEMBER 19, 2018

Friend Room:- 2 Dale Avenue

Present: Rebecca Aliberte, Kecia German, Gail Sarofeen, Rosemary Howarth, Leslie Pearlman, Jeff Shindell, Jane Mead, Dennis Corkery, Shelagh McCauley, Carol Kelly

Absent: Colleen Hogan-Lopez, Lauren Johnson, Emily O'Malley

Guests: Deborah Kelsey, Sandra Reinecke

Welcome & Approval of Minutes: (Rebecca Aliberte)

Rebecca Aliberte welcomed Sandra Reinecke as an interested guest.

The Minutes of the meeting on November 14, 2018 were approved unanimously.

Treasurer's Report: (Rosemary Howarth)

Currently there is \$60,486.02 in the checking account at Bank Gloucester. In that there is a considerable sum of money in the checking account Rosemary Howarth suggesting moving \$40,000 to a more lucrative CD Savings account such as one advertised by the First Ipswich Bank. The Treasurer will investigate and report at the next meeting.

Director's Report: (Deborah Kelsey)

The Library Trustees are moving forward on a new design for the library, to be as sustainable as possible and to be connected physically to the Saunders House.

The formation of a public charity (501c3) Foundation to fundraise is ongoing.

Library Strategies of Minnesota will perform a Feasibility Study during the first quarter of 2019.

It is recognized that a decision should be made soon on the question of a new building versus a renovation of the old building.

Issues such as costs, historic aspect, aesthetic appearance and environmental impact are being considered.

The library printing operation will be moved upstairs and fees for printing as well as overdue fines will be dropped.

A full-time security guard has been hired and will start work in January 2019. At present the Corporation will pay for this.

Saunders House: (Jane Mead)

Saunders House Report – 12/19/18

11/19/18 Meeting

Simon described the new 501 c 3 foundation being created to raise capital funds and, eventually, raise operating funds for the library. He thought, at the time, that the foundation would raise money for the library and for Saunders House (see 12/17/18 notes)

Attended by Brad Dore of Dore & Whittier. Discussion of a proposal that has come to the BOT to make the entire library project (main library & Saunders House) NetZero – meaning that there

will be no carbon emissions from the completed project. The general sense was that, particularly given the age of SH, Net Zero would not be feasible however the project will strive to limit emissions. The proposal was to be voted on at the next BOT meeting (outcome of that vote?).

Discussion with BD of the Spenser Voit report and the connection options between any new or renovated main library and Saunders House (see 12/17/18 notes). Dore sketched some options for expanding the main library to 27,000 sq. ft. that used some of the land in the parking area.

12/17/18 Meeting

Several items from the BOT:

- Voted: Dore & Whittier were instructed to design a connector between the Monell Building up to Saunders House and then stop.
 - The design of a renovated Monell building will use some part of the parking area but will not include any parking underneath any building
 - The elevator should not be in the connector between the main library and Saunders House because of problems with access from the parking lot. The project will therefore include two elevators, one being a standalone elevator inside Saunders House.
 - Sense of the Board?: Fund raising for Saunders House will be separate from fund raising for a new or renovated library building.

SH and BOT Fund Raising Committee:

Simon clarified that Library Strategies was only looking into private sources of funding. Given the BOT's expectation that fundraising for Saunders House will be separate, Library Strategies feasibility research will not include the public funding sources that might be available for SH. A list of possible grant sources was compiled over a year ago but it is difficult to know which of these programs will actually be funded by the Commonwealth or the federal government. Any funds received from public sources will, by statute, have to be passed through the City of Gloucester.

Attendees raised questions about the total cost of the Saunders House project as the numbers included in the Spenser Voit report were for construction only and did not include design and contingency costs (see note below). There was a sense that the main library and the Saunders House projects should be presented to potential funders as a single project through the new foundation. The Saunders House project might be eligible for different funding sources than the main library, however the SH committee raised concerns about its ability to raise the necessary funding for the project. No formal vote was taken and it's unclear how this discussion will relate to the Board's sense that the foundation will not raise money for SH.

Post meeting Note:

Spenser Voit issued a revised with estimates updated to include 15% A&E and 20% contingency and a total cost of \$3.4 MM w/ elevator.

Product: (Dennis Corkery)

Sales are stable. Owing to a misunderstanding of the number of T shirts ordered Dennis Corkery requested that \$675 be transferred to the Product account. In October Dennis was approved to order 75 T-shirts which cost \$13.50 each. In error he ordered an additional 50 shirts, to bring the total price to \$1687.50. This was approved unanimously.

Membership: (Carol Kelly in Lauren Johnson's absence)

Numbers of Members of the Friends are better than ever. Initially this number was 151 but when it was realised that most Members were really a family, 302 seemed a more realistic number. Thank you emails will be sent out to all Members.

A request was made for 3 free-standing posters and stands in order to advertise the work of the Friends. Up to \$400 was approved for this purchase, pending approval of the Director and Staff. One would be placed in the Children's area. One would be placed in a prominent position at each talk/event sponsored by the Friends. Membership forms would be attached to the posters.

Current Board Members were encouraged to look at the list of Members for possible future Board Members.

Book Committee: (Kecia German and Leslie Pearlman)

Mini-sales will continue with "Diet and Fitness" in January. It is to be hoped that mini-sales might be "piggybacked" with library events, e.g. a mystery book sale at the time of a talk by an author of mysteries.

The sales Spot raised \$92.82 for the first 2 weeks of December. \$82 was raised during the Middle Street Walk.

Unfinished business:

Art books for Children were ordered. Deborah Kelsey will send us the bill.

New Business:

Jeff Shindell has donated a label maker.

Gail Sarofeen requested that the Mimi Ferrini Scholarship be raised from \$500 to \$1000. This was approved unanimously.

Compliments were given to the library staff on the wonderful Harry Potter event held during the Middle Street Walk.

Next Meeting: Wednesday, January 16th at 3pm in a library room, to be decided.

Adjournment: A motion was made, seconded and unanimously approved to adjourn at 4 05pm.

Submitted by Shelagh McCauley

