

Meredith Public Library Board of Trustees
Special Meeting November 28, 2017

Chair Butler called the meeting to order at 3:03PM.

Members present: Betty Strader, Ann Butler, Paul Eldridge, Duncan McNeish, Jim McFarlin
(via cell phone)

Others present: Bonnie Ireland (Interim Trustee Candidate), Erin Apostolos (Library Director),
Christopher Leland (Assistant Library Director)

- I. Discussion on the Town's Holiday Change Request form. Town Manager said it should not go to him. Town Finance office said to have trustees sign off on it and return to Finance Office. Trustees decided that the Library's letterhead should be used rather than the Town letterhead and to change the word "Request" in the title to "Notice". *Apostolos said she would take care of this.*

- II. Preparation for Library Trustee Select Board Joint Feasibility Study Advisory Committee's final meeting. Trustees decided to pick an architectural design for the library by the end of February 2018. Trustees will pay for any additional conceptual architectural work with monies from the 2016 Encumbrance for consulting, from the current 2017 budget and from Library trust funds.

Eldridge suggested we create a time line from 2018 Town Meeting back to current date to keep us on track with what needs to be done. *Apostolos said she would take care of this.*

Trustees felt we should invite members of Feasibility Committee to join advisory subcommittees such as Fundraising, Systems and Design.

Strader is drafting a document for McFarlin to use while addressing the Feasibility Committee for Thursday, November 30 at 5PM.

McFarlin felt we needed to ask SDA for a guaranteed maximum price for a 2020 project and for them to fill in all of the missing information from their quote.

Trustees are concerned about the expectation to raise more than half the money for this project as suggested by CIP. Trustees' consultant believed a 2020 project as proposed by Feasibility Committee would be close to 5.7 million to complete.

Meeting adjourned at 4:10PM.

Next meeting: Tuesday, December 5, 2:00PM