

**Tiverton Library Services
Board of Trustees Meeting
December 7, 2011**

Trustees/Director Present:

Jim Barrett

Barbara Donnelly, Chair

Lee Hoyer

Greg Jones

Maureen Morrow, Secretary

Colin Robinson

Jennifer Theroux, Treasurer

Ann Grealish-Rust, Director

Guests Present:

Douglas Kalfeltz, architect

Robert Coulter, Town Councilor

Russ Smith, Sandywoods Agricultural Community

Bonnie Strickland, Sandywoods Agricultural Community

The meeting was called to order at 7 PM

1. The minutes from the board meeting of 11/2/2011 were reviewed and accepted as written.

2. Our guests from Sandywoods Community presented plans for a

new sign that would be placed at the entrance to Sandywoods off Bulgarmarsh Road. The sign would clearly show the entry to the Community and welcome visitors. As future neighbors to Sandywoods, the trustees' input is sought. After some discussion, it was agreed that a draft of the sign will be brought to the trustees at a future date. Gareth Eames, from the Town, has been consulted regarding the sign and its placement.

3. The Treasurer's Report. All year-to-date reports were reviewed. There was some discussion regarding maintenance costs for the remainder of this fiscal year being covered by the Town. Mr. Coulter asked Ann Grealish-Rust to provide some estimates of the costs for Essex maintenance for the remainder of this year.

4. Union Library. No report

5. Friends of the Tiverton Library. The staff appreciation lunch, provided by FOTL, will be held on 12/16 at Essex.

6. New Building. Lee Hoyer reported the following:

Rate of pledges from the capital campaign are lower than previously thought.

The effort of the capital campaign will be stepped up in the upcoming months.

Next steps: 1.) \$.5 million are needed to hire architect, 2) architectural plans will be developed, 3) the Trustees will sign an agreement with OLIS, 4) Bond funds will be made available.

Lee Hoyer reviewed the flow of funds anticipated as the project moves forward, including money from the \$1 million anonymous donor, from grants, the endowment, and a bridge loan.

The Trustees support plans presented by Lee Hoyer.

Clarification of future contracts was provided: the Trustees and OLIS will sign a contract and then the Trustees and a private contractor (builder) will sign a contract, not the Town of Tiverton.

Lee Hoyer proposed that a liaison committee form to streamline the process of managing the building of the library, including payment of bills presented. Persons from all key groups will be represented and the Town treasurer will also be a member.

The Building Committee has started their work with a Building Consultant, as required by OLIS.

7. The Foundation report. The Foundation met on December 6, 2011 and discussed the continued push for capital donations and the desire to add people to the Leadership Committee.

- 8. Director's Report. Ann Grealish-Rust provided a detailed printed report of activities for November and informed the Trustees of an upcoming Native American program planned for 12/28/2011.**

- 9. The Budget. Ann Grealish-Rust reported that she received a request from Jim Goncalo, Town Administrator, for a copy of the TLS budget request. Previously, the Board had directed Ann to send a copy only to the Budget Committee secondary to Town's view that TLS is not a Town department. A motion was made and seconded that the budget should be sent to both Jim Goncalo and the Budget Committee. Approved unanimously.**

- 10. Rob Coulter gave the Trustees some suggestions as we move forward with the new library.**

- 11. Ann Grealish-Rust presented a newly-revised snow policy, which the trustees approved.**

- 12. Dates for 2012 meetings were presented and approved.**

- 13. The meeting was adjourned at 9:10 PM**