

**Tiverton Library Services**

**Board of Trustees Meeting**

**October 3, 2012**

**Trustees/Director Attending:**

**Barbara Donnelly, Chair**

**Jim Barrett**

**Lee Hoyer**

**Greg Jones**

**Maureen Morrow, Secretary**

**Colin Robinson**

**Jennifer Theroux, Treasurer**

**Guests: Kathy Ryan, President, Friends of the Tiverton Library.**

**The meeting was then called to order at 7:05 PM**

- 1. The minutes of the September 5, 2012 meeting were approved as written with clarifications to item #5, New Building from Lee Hoyer.**
- 2. The Treasurer's Report: Ann Grealish-Rust was on vacation until October 10 therefore her monthly report will be made at the next meeting.**
- 3. Union Library. No report.**

**4. Friends of the Tiverton Library.** Kathy Ryan reported that an archivist, Sue Souza recently joined the Friends and that they are still seeking a vice president.

She also reported that the Friends assisted at Pardon Gray Day by staffing the library table. Upcoming events of note are October 21-27, National Library Week and a proclamation will be made via the Town Council. The Friends are planning a book signing event on November 15, 2012 with Frank Grzyb, author of Rhode Island's Civil War Hospital: Life and Death at Portsmouth Grove, 1862-1865. This event will be at the VFW in Tiverton at ? PM.

In December, the Friends will have their membership drive and a display at Bank Newport.

**5. New Building.** Lee Hoyer reported that on September 6, 2012, he and others from the Building Committee met with Baycoast Bank's commercial lending representative to discuss 1) a letter of credit to cover pledges over the five year pledge period and, 2) a loan in the late construction phase to assist with cash flow needs. He reported that the bank is very supportive of the new building initiative.

Lee Hoyer also reported that he and Eileen Browning met with the Champlin Foundation requesting funds, already committed by the Foundation, of \$500K for December 2012 and a disbursement of \$250K in 2013.

**On September 10, 2012, Lee Hoyer and Ann Grealish-Rust met with Union Studios to discuss the meeting with Baycoast Bank and to further the process of hiring a construction manager. They also reviewed fixtures and furnishing for the new library.**

**On September 12, 2012 the Building Committee met and gave its unanimous support for the hiring of a construction manager. An RFP for this position was sent out on September 28, 2012. Interviews are planned for October 12-13. Lee Hoyer asked permission of the Board to sign a contract with the construction manager prior to the next Board meeting. After some discussion by members of the Board, a motion was made, seconded and this was unanimously approved.**

**In other news, Lee Hoyer reported that the Board will soon need to grant an easement to National Grid for them to bring power from a utility pole, underground to the new library site. After this is done, we will need to sign a contract for National Grid to actually carry out this task.**

**6. The Foundation. Barbara Donnelly reported that Dan Barry will be retained on a month-to-month basis to work on fundraising efforts.**

**7. New Business. Barbara Donnelly announced that a meeting will be held on October 11, 2012 to discuss further community fundraising ideas and efforts after the capital campaign is completed. All trustees**

**were encouraged to attend.**

**There was a lengthy discussion about the status of community involvement in fundraising and how library staff can become more involved in efforts.**

**The meeting was adjourned at 8:45 PM**

**Respectfully submitted,**

**Maureen Morrow, Secretary**