

Tiverton Library Services

Board of Trustees Meeting

May 1, 2013

Trustees/Director Attending:

Barbara Donnelly, Chair

Jim Barrett

Lee Hoyer

Gregg Jones

Maureen Morrow

Colin Robinson

Jennifer Theroux

Ann Grealish-Rust, Director

Guests:

Kathy Ryan, President of the Friends of the Tiverton Library

Andy Teitz, Town of Tiverton Solicitor

1. The March and April minutes were reviewed. Minor corrections were made to both. A motion was made to accept them after corrections are made.

2. New Business (taken out of order to accommodate Andy Teitz). Mr. Teitz was asked to the meeting to give his legal opinion on the process used to hire Behan Brothers for the pre-construction phase of the library project in view of the recent letter from the General Contractors of America Association to the Building Committee. Lee

Hoyer and Andy Teitz led a useful discussion regarding the different methods used to procure firms for projects such as this, including a request for proposal (RFP) with interviews (qualifications basis) and a straight bidding process (goods and services basis). Mr. Teitz explained that according to State law, only architects and engineers can be procured using a qualifications-based selection. Recognizing that the preconstruction phase is nearly complete, Mr. Teitz advised that the Building Committee should seek a construction manager using competitive, sealed bidding. In this process, the committee can limit consideration to bids from firms that meet objective criteria for qualifications. In other words, bids will be judged by price AND by comparison of quality and class of construction. A motion was made and seconded to terminate the Behan Brothers contract for construction manager services and to proceed with placement of a notice in a newspaper of general circulation for a construction manager using a revised RFP that Mr. Teitz will review prior to its distribution. This passed unanimously. The Board thanked Mr. Teitz for his time and legal advice and he excused himself from the meeting.

3. Treasurer's report. The monthly and year-to-date reports were reviewed. Ann Grealish-Rust pointed out that some categories of expense are over-budget but our bottom line will be within budget secondary to other categories of expenses under-budget. The balances in all accounts were provided by Jennifer Theroux.

4. Union Library Association. Gayle Lawrence was not present to present a report, however, Ann Grealish-Rust reported that an

application had been submitted to the Champlin Foundation for a new dehumidifier for Union Library.

5. Friends of the Tiverton Library (FOTL). Kathy Ryan updated the Trustees regarding the June 1 Friends Annual Book Sale (FAB) and fundraising Walk-a-Thon. The Friends' members are using empty space near Bliss Four Corners to sort books and prepare for the sale. She also reported that the Friends e-newsletter is sent to 3,000 people and she can track openings and links within the newsletter. She reported that the new library link received the most interest. Finally, she reported that the Friends are still looking for an archivist so they can meet all requirements of a non-profit group.

6. Community Fundraising Activities. Kathy Ryan and Ann Grealish-Rust reported that the Spaghetti dinner, hosted by TivertonCares raised \$1,724 for the new library while The Battlefield Band concert raised \$4,137. Kathy Ryan reported that the Friends plan to match all contributions (made in October) up to \$10,000. Other fundraising events in the planning phase include a "gathering" of food trucks, a cocktail party at a private home, the paddle event, and possibly a silent auction.

7. New Building. Lee Hoyer reported the following: 1.) The application for library construction reimbursement has been filed with OLIS. After their approval and approval by the State financing office, a contract will be written, and the project will be put out for bids. 2.) The Planning Board will review the site planning for the new library at its June 4, 2013 meeting 3.) DEM will review site plans in regard to wetlands considerations, 4.) The Building Committee hopes to have a

construction manager in place by June 1 and a groundbreaking in July.

8. Foundation. An organizational chart of all library-related groups and committees is on the Tiverton Library Services website. Naming opportunities are still available for rooms and features of the new library. The Foundation plans to advertise these opportunities with a picture of the library floor plan in the two libraries and in the press.

9. Director's Report. Ann Grealish-Rust provided her monthly written report of all activities at the library. She also reminded the Trustees that the FTR will be May 21.

10. New Business (continued). Barbara Donnelly announced that a special meeting will be held on May 22, 2013 at Essex at 7 PM to plan the groundbreaking of the new library. She also raised the idea of the Trustees honoring a particular volunteer with a Town Council citation.

11. The meeting was adjourned at 9:20 PM

Respectfully Submitted,

Maureen Morrow, Secretary