

BOW BAKER FREE LIBRARY  
BOARD OF TRUSTEES MEETING

October 31, 2011

Final Minutes

1. Call to Order. The meeting was called to order at 5:03 p.m. by Colleen Haggerty. Also present were Lisa Richards, Ingrid White, and Tom Ives. Ann Hoey and Lori Fisher were absent.
2. Architectural Services Update. The trustees discussed the previous meeting with Architect Christopher Carley. Another meeting with Mr. Carley is scheduled for tomorrow at 5 p.m. with the members of the building committee to go over the sketches of the basement space. The trustees reviewed a letter from Architect John Urdi expressing his desire to submit a proposal for the renovation project. He will be invited to the December or January board meeting.
3. Acceptance of donation from Friends of the BFL. The board unanimously voted to accept a donation of \$4,999.00 from the Friends for the purpose of advancing the basement renovation project, upon a motion made by Colleen and seconded by Lisa. The board also unanimously voted to appropriate as much as necessary of the \$4,999.00 towards payment of Chris Carley's proposed fee, which is anticipated to be \$4,480, with the proviso that any unused funds be reserve for later basement renovation costs. This vote was made on a motion by Tom and seconded by Lisa.
4. Building Committee. A building committee will be formed to handle the renovation, including any fundraising. The trustees discussed the composition of the building committee, and Lisa Richards agreed to serve as another trustee representative on the committee. The board voted unanimously to appoint the following individuals:

Ingrid White, trustee, co-chair of building committee  
Lisa Richards, trustee  
Gary Nylen, Bow Heritage Commission representative  
Chris (Christine) Carey, Friends of the BFL President  
Norm Williams, Friends of the BFL member  
Lori Fisher, Library Director  
Eric Anderson, public member-at-large  
Another public member-at-large to be announced

Ingrid will prepare appointment letters for these individuals. Lisa and Ingrid will try to locate a form of building committee agreement that can be used to set out the goals and parameters of the committee's tasks. Another co-chair of the building committee will be appointed from among its members.

The next meeting is November 9 at 5 p.m. The meeting was adjourned at 5:40 p.m.

Respectfully Submitted,

Ingrid White, Secretary pro temps