

**Lower Level Renovation Joint Fundraising Meeting
Library Trustees, Lower Level Renovation Committee, and Friends of the BFL
Wednesday, December 11, 2013**

Present: Mark Leven (Trustee), Tom Ives (Trustee, LLRC), Gary Nysten (LLRC), Eric Anderson (LLRC), Ingrid White (Trustee, LLRC), Jeff Kipperman (LLRC), Peter Bloomfield (LLRC), Paris Awalt (Trustee, LLRC), Lori Fisher (BFL Director), Ann Hoey (Trustee)

Meeting called to order: 7:02 pm by Tom Ives.

Review of Minutes: Minutes from the 11/13/13 meeting were reviewed. Ingrid White motioned to accept the minutes, Ann Hoey seconded, and the minutes were approved.

BFL Foundation: Ingrid White received an e-mail from Jim Hatem stating that the 501©3 approval process through the IRS may take at least a year given current scrutiny and backlog. Ingrid also noted that she made a deposit of \$16,025 in checks for November 2013; \$59,652 total pledges and donations as of 11/30/2013. Jeff Kipperman asked if we are sending acknowledgments to donors with the Friends tax i.d. number. Lori Fisher stated that Rita Morrison drafted a receipt that includes the tax i.d. information and is personalized for each donation. The receipt is sent to the donor with a thank you letter signed by Tom as the chair of the library trustees.

Ingrid also mentioned that a friend of hers is interested in volunteering to help with the Lower Level project, either with recording donations/pledges for the Friends/Foundation, or helping to plan and organize fundraising events in 2014. Her friend will meet with the library trustees on 1/13 to discuss potential volunteer options.

Parking Committee Update: Mark Leven informed the group that we have received certificates of insurance from Primex for NHADA and Bovie, and are ready to meet with both entities to discuss the draft contract. Tom has had some trouble connecting with NHADA, which is the first agreement we hope to finalize. Discussion ensued about the importance of meeting with both abutters and obtaining at least one agreement prior to the library trustee meeting with the town's Budget committee in mid-January. Ingrid asked if the contract has to go in front of the NHADA board for final approval, and Mark confirmed that process.

At 7:22 p.m. the meeting went into **Non-public session**, pursuant to RSA 91-A:3, II(c).
At 7:41 p.m. the **public session** reconvened.

Overview of draft Library plans for the 100 year Anniversary: Lori Fisher confirmed that the library has arranged to use the Bow Mills Methodist Church facilities and park lot on Saturday 10/18/2014 for the library's 100th anniversary community event. Next step is for the library staff to outline the activities of the event, and begin lining up other town organizations/departments to assist.

No new business.
No public comment.

Next Meeting: Monday, 1/13/14, at 6:30 p.m. in the library meeting room.

The meeting was adjourned by Tom Ives at 7:47 p.m.

Respectfully submitted,
Lori Fisher (for Christine Carey)