

Baker Free Library Trustees' Meeting
Thursday, February 23rd, 2017
12:10 pm in the Library's Upstairs Meeting Room
APPROVED

Present: Tom Ives, Benette Pizzimenti, Dave Withers, Christine Carey, Lori Fisher, Peirce Hunter. Also present Mark Leven, BFL Foundation president.

Call to Order: 12:10 pm by Dave Withers.

BFL Foundation Monies: Benette made a motion to accept the \$80,000 from the Baker Free Library Foundation to pay to Cobb Hill for work done on the Lower Level renovation. Peirce seconded, and the motion was approved.

Review Phase II Construction Costs: Lori presented a detailed summary of the costs-to-date for phase II of the Lower Level renovation, including how much has been paid so far to Cobb Hill and to H.L. Turner, and the various sources of the monies used to pay the invoices. Of note, after today's payment of \$80,000, the Lower Level Capital Reserve Fund has \$3,313.68 remaining, and the BFL Foundation has \$13,449.32 (excluding approximately \$6000 in February donations). Also of note, there was a problem with an incorrect drawing from H.L. Turner which placed a wall and door incorrectly and made it non-ADA compliant, so there has been an additional expense of \$5,083.00. Tom Ives plans to reach out to the architect to see if we can get the final two invoices (in the amount of \$2,570.74) waived to help with recompense for their error.

Cobb Hill's total cost for Phase II is \$449,099.68. We have approximately \$83,500 left to pay. The revenues available to us from the Lower Level Capital Reserve Fund, the BFL Foundation, the Interfund Transfer, the Special Expenditures Fund, and the RSA monies equals \$91,956.42. The trustees discussed these various money sources, as well as the RSA laws relevant to our RSA account (NH RSA Section 202-A:11-a, effective August 17, 1983). It appears all these monies are available without encumbrance, so we will be able to pay the total Cobb Hill invoices.

Next Lori presented to the group a detailed list of the cost for the items needed to furnish the lower level, including pricing for blinds, kitchen equipment, projector and sound system, and furniture. We have \$6,331.61 pending invoices, and \$13,850.45 worth of items that we need to buy for this budget year, as well as an additional \$8,327.00 for the next budget year (2017/18). Lori is mining the budget for possible monies to help pay for these items, and requested that Chris reach out to the Friends of the BFL to see if they can help. The Foundation will also still stay involved with these expenses.

Tom and Lori noted that the moving van with stored stuff is coming to the library on 3/7 for unloading. The Friends will need to deal with their bookshelves – Lori and Chris will meet to figure this out.

Grand Opening Event/Thank-You Event: Mark Leven discussed the Foundation's recent meeting and their happiness with the results of the lower level renovation. They

would like to 1) have a picture opportunity with Merrimack Savings Bank, our biggest contributor, 2) have a Donor Appreciation event, and 3) have a Thank-You event. The possible dates for the Donor appreciation event were discussed – probably April 8th. The Thank-You party was also discussed – we would like to hold it off the library property, and the numbers may be in the 30-40 person range. The PR committee will need to meet to discuss the details.

There was no other **new business**.

There was **no public comment**.

Meeting Adjourned: 12:47 pm.

Respectfully submitted,
Christine Carey
Secretary

The next regular meeting for the Trustees is scheduled for Wednesday, 3/8/17 at 5:15pm in the Library's Upstairs Meeting Room.