

Minutes
Sherborn Library Board of Trustees
May 12, 2015

Present: Library Director Elizabeth Johnston, Chairwoman Stacey Brandon, Christine Cooney, Chris Kenney, Mary Moore, Jim Murphy, Sarah O'Connell, Hank Rauch, Jennifer Searle
Also present: Steve Borgeson, Steve Solomon, Addie Weiss

Call to Order:

The meeting was called to order by Chairwoman Brandon (SB) at 7:31 P.M.

The minutes of the Trustees' meeting held on April 21, 2015 were voted and approved unanimously with one typo correction.

Campaign for the Sherborn Library

Capital Campaign Budget Update, Steve Borgeson (SBO)

Latest number from tally provided by Jennifer Searle (JS) is \$3,783,535 and there is still \$16,500 in process or otherwise canceled. This essentially qualifies as meeting \$3.8 million target and SBO will continue to persist until we get there. As we get closer to groundbreaking and get more detailed plans there will be an opportunity to seek additional donations to fund uncovered items like furniture and for an endowment to support the new building and programs long into the future. Mary Moore (MM) noted that the Friends might want to give a closing or capstone gift to help reach the \$3.8 million number.

Advocacy for the vote, MM

Stacey Brandon (SB) asked about a follow on newsletter in the near future. A suggestion was made to instead send out a postcard with building renderings pictured on them via a townwide mailing to announce the success of the vote for the project and thank everyone for their support. It was decided that it would be better to save the next newsletter to announce the grant release, Owners Project Manager (OPM), building committee, etc... MM will coordinate the postcards. MM also talked about putting together an email blast message announcing the vote success and to also say thanks to everyone for their support.

Nominating Committee Update, Chris Kenney (CK)

All committee members were nominated as voted by the Trustees at the April meeting. CK checked with the Town and the nominees will need to be sworn in, something we can try to do at the next Trustees meeting in June. CK and Elizabeth Johnston (EJ) will coordinate putting together an information packet for the building committee members for the next meeting so they can get up to speed on the project.

House Subcommittee:

CK provided an update on ongoing repairs related to winter storm damage. Light bollard and steps to town hall need repairs from tough winter, waiting for mason's proposal on costs to repair. This will be paid for through Town insurance. HVAC issues discovered on the switchover from heating to cooling, equipment needs some repairs. Winter moth treatment for the spring has been applied to the Purple Beech, service provider notes that the tree appears healthier. Bluestone at entry in tough shape, EJ looking to get them cleaned up with funds in existing FY budget.

Community Center update; awaiting our investigation into various issues that they put forth, process awaiting hiring of OPM to get their help with moving location during construction.

Also a question was raised about when to approach the Town Building Inspector. The Trustees discussed this and decided to wait to have the building committee make that determination.

Personnel Subcommittee:

Christine Cooney (CC) reported that the Technical Services position has been posted as required. Same 25 hours with benefits as previous person. CC also asked for job descriptions for other similar classifications from the Town Clerk as part of her ongoing compensation benchmarking study.

Friends of the Library:

Addie Weiss provided an update. Strong performance for the fair, very pleasurable experience with great weather and more booths than ever. Thanks to everyone for their help, the event went very well.

Library Director's Report:

The Library Director's Report is incorporated by reference in the Materials Distributed at the Meeting.

Unfinished Business:

CK received an email response from Town Administrator, David Williams on selection process for Architect and OPM; the documents allow for a continuance with the original people if supported by the building committee. OPM process is a qualifications based process, to be competitively selected without price competition. Trustees will need to vote at some point to authorize the building committee to execute on these items. Significant details and requirements were provided by Dave on the process and support moving forward. Once the OPM is on board then you would move on the designer estimate process. The selection process could eat up as much as six months to go through a full RFQ process or as short as 30 days if we move forward with same service providers from earlier work. The building committee can take the previous documentation and look to move forward with it, and if they reach a different conclusion then do a full RFQ process. An independent review of the design study was discussed as an optional measure but, realizing the MBLC already brought the preliminary designs through that process with an independent review panel appointed from the outset and, further, the MBLC Building Consultants review construction designs schematics throughout the entire project, that measure of review has been and will be met.

Ballot results should be available at Town Hall by 8:15 P.M. tonight. The project vote and re-election of three Trustees are on the ballot. Town Clerk Carole Marple will be available to swear in those who have been elected.

Next Meeting:

Tuesday, June 16 @ 7:30 P.M., Town Hall

The Trustees adjourned at 8:08 P.M.

Respectfully Submitted,

Hank Rauch

Recording Secretary

Materials Distributed at the Meeting:

1. Agenda
2. Minutes of the Library Trustees Meeting held on April 21, 2015
3. Library Director's Report