

**Wolfeboro Public Library Board of Trustees  
Building Committee  
June 17, 2016 at 10 am**

**Attending:** Kathy Barnard, Bob Cain, Joyce Davis, Prue Fitts, Mike Hodder, Pat McLaughlin, Roger Murray III, Cindy Scott, Candace Thayer, Dor Thomassian

The special area naming opportunities developed at the joint LBoT and WPLF meeting on June 14<sup>th</sup> was discussed. The special areas identified are:

- Children's area
- Main reception area
- Large meeting room in the after-hours wing
- Local history room
- Small meeting room in the after-hours wing

Mike moved and Kathy seconded that these naming opportunity areas be recommended to the LBoT for approval. The motion carried unanimously.

Prue asked about the service points bulleted write ups. That will be attended to once we start working with the architect.

There was discussion regarding a naming opportunity for the library building. The Trustees and the Building Committee have long favored keeping the name - Wolfeboro Public Library. Roger recommended dealing with this if a potential donor asked the question. It would have to be a significant amount of money. There are libraries named for families in a number of New Hampshire towns.

The technology trust that Alan Harding proposed at the joint meeting was discussed. It was suggested this be held in abeyance as the Foundation's priority for the next two years is to raise \$2.5 million towards the cost of the renovated, expanded library.

Mike distributed a document he prepared listing the Building Program Contracts, Costs and Funding Sources for Phase 1 and the predicted costs for Phase 2.

**Anticipated costs for Phase 1:**

- |                        |          |
|------------------------|----------|
| • Architect            | \$35,000 |
| • Construction Manager | \$ 3,750 |
| • Civil/Site Engineer  | \$31,700 |

<b>Total</b>	<b>\$70,450</b>
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## Anticipated Income:

- Library Funds \$12,000
- Cate Fund disbursement \$20,000
- WPLF Fund B grant in aid \$38,450

**Total            \$70,450**

The contracts with the Construction Manager and the Civil/Site Engineer have been reviewed by the Selection Committee (Mike Hodder, Cindy Scott, Joyce Davis, Candace Thayer, Dave Ford, and Rob Houseman) and the Library Trustees' Counsel, Laura Spector-Morgan. The contract with the architect has been reviewed by the Selection Committee and counsel. Comments and required revisions have been forwarded to the architect. His response arrived early this morning. It will be reviewed at the conclusion of this meeting. The Planning and Public Works Departments have raised no red flags. The Phase 3 contract with the architect (construction phase) is subject to a separate agreement. Roger moved and Pat seconded that the Building Committee recommend to the LBoT that Mike sign the contracts for the architect, construction manager and civil/site engineer when positive reviews and approvals have been completed by the Selection Committee and Counsel. The motion carried unanimously.

Public relations/publicity were discussed. It is important that the LBoT, the Friends and the WPLF be in sync. We need to get out the word in every possible way including social media promotion. Dor suggested that we might call UNH to see if one of their students would do an unpaid internship in promoting the Building Project through social media. Roger said we need to pay attention to PR for the 2017 warrant article. Mike moved and Roger seconded that Joyce Davis head the PR Committee. This will be a small committee (4-5 members) with the Trustees, Friends, Foundation and Staff represented and a goal of meeting frequently. Trustees cannot promote voting for the Library Project; Friends and Foundation members can.

The next meeting will be June 27<sup>th</sup> at 1:30.

Roger moved and Mike seconded that the meeting be adjourned.

Respectfully submitted,

Candace Thayer