

Thomas Memorial Library Building Committee
Minutes August 7, 2014

In Attendance: Molly MacAuslan (Chair), Frank Governali, Martha Palmer, Kathy Ray, Kate Williams-Hewitt, Kelly Hassan, Michael McGovern, Derek Converse.

Call to order: 4:05PM

1. *Approval of Meeting Minutes: July 24, 2014*
2. *Pictures & Ideas for Children's Discovery Garden: Kate: At next meeting, August 19, Kelly and Kate will come prepared to discuss outdoor children's Discovery area. At Boothbay botanical garden's there's a children's area, that may provides some ideas.*
3. *Report on Council PowerPoint Meeting 8/5/14 @ 1PM: Molly: Committee met to prepare for Council meeting. No follow-up was necessary. Materials for meeting had already been loaded on the TC website.*
4. *LBC Input & Outreach: Martha:*
 - a. *Town Hall Drawings Display – Display boards from the TC presentation will be posted in Town Hall. Will look to post the displays at each of the schools for parent's nights. (Pond Cove 9/30; CEHS 9/10; CEMS 9/16.) Martha discussed the additional events where we will be present.*
 - b. *Status of Planning Meeting & Tucker's Video – posted – on TML website now, will be linked to Town website, has been posted to CEHS website.*
5. *Naming Opportunities/Foundation/Capital Campaign Update: Frank: Continuing to meet with potential donors, although activity has slowed down in August and will re-start in September. Next step is to adopt official titles for each of named areas in the library. Will meet on August 12 to do this.*
6. *Status of Joint LBC/TMLF Capital Campaign Outreach Initiative: Frank & Martha: Good progress. Will need to work on the procedure by which the FFE budget gets allocated. FAQ card will be printed by Friday August 15, and will be putting in strategic locations around town. Buttons & Car stickers are being produced to raise awareness. Library volunteers are being urged to attend library events in order to spread the word. An article in the Courier will be published which will have at least one of the renderings of the design.*
7. *Town Council -- Proposed Language for November Ballot: Molly:*
 - a. *Budget Implications – Budget remains \$4 Million, with a \$200,000 contingency strongly, strongly, urged by lawyers to ensure that even the smallest cost overrun doesn't trigger the need for another referendum. Committee agreed this made sense, but has re-affirmed its intention to stay below the \$4million budget.*
 - b. *FF&E Contract? – awaiting a final cost estimate, which should be available before then end of August.*

8. *Other? Derek – Right now our hard cost estimate is \$3.6-\$3.7 million. The soft costs are around \$500,000. So, we need to find \$200,000 of cuts at this point. At August 19 meeting, we will be reviewing budget to look at areas of cost savings in order to come in below at or less than \$4million.*
9. *Next Meeting Date: Thursday, Aug. 19, 2014 @ 4:00 pm (TML, Maine Room)*
10. *Adjournment: 5:41PM*

Future Meetings Dates:

September 4 – 4:30PM

September 16 - 4PM*

October 2 – 4PM

October 14 - 4PM*

October 30 – 4PM

** Meeting date out of sequence to avoid TML Trustees Meetings*

Attachments:

Minutes: 6/12/14, 6/13/14, 6/19/14 & 7/24/14

Prepared by: Frank Governali