

**Abbott Library Board of Trustees Minutes
Town Office Meeting Room – June 19, 2012
Approved**

Trustees: Terri Jillson White, Chair; Peter Urbach, Assistant Chair; John Wilson, Treasurer; James Gottling, Secretary; Jean Molloy; Peter Spanos
Alternates: Xan Gallup and Anne Nilsen
Director: John Walden
Others: Sue Gottling, Selectman; Mary Epremian, Jeanne Wilson, and Dave Robinson

Chairs' Opening Remarks

Terri W opened the meeting at 6:30 PM. Terri said that Barbara H had an excused absence, and she asked Xan Gallup to sit in for Barbara.

Approval of Minutes – Jim Gottling

May 15 Minutes: Jim G said that the mangled word 'conyrsactors' on page 2 in **New Abbott Library**, Section C. Review, first paragraph should be 'contractors.' He added that on page 3, under **Public Comment** Sue Gottling's comment would have to be added. Peter U said that in the second paragraph in **Treasurer's Report** his second question should read as "Peter asked how much of the total funds will be left..." Anne Nilsen noted that among the Alternates listed as present, 'Xan Gallup' should replace the name 'Mary Epremian'. Terri W provided the following corrected version of the first two sentences under the **Non-Public Session**:

Terri W moved to enter non-public session, based on RSA 91-A:3, II (a). With second by Peter Spanos, and unanimous roll-call vote of the Trustees, the meeting became non public at 7:36 PM.

With these changes, on motion by John Wilson and second by Xan, the May 15, 2012 minutes were approved unanimously as corrected.

May 31 Minutes: Anne Nilsen said that Xan Gallup was not at the meeting on May 31. With this correction, Xan moved, with second by Jean Molloy, to approve the minutes of the May 31, 2012 meeting.

June 6 Minutes: No corrections were suggested. A motion to approve these minutes by Xan, second by Peter Spanos, was unanimously approved

Report from the Friends of Abbott Library – Dick Katz was not present.

Director's Report

John Walden spoke about the three topics in his report: Summer Reading Program, Mobile Ap (Boopsie,) and Digital Summit.

Walden said that school librarian Tracey Koehler and some of the teachers would be guest readers in the reading program.

Regarding Boopsie, John said he has been testing it since last Thursday and the next step is to send our version of the app to both the Android and Apple stores for approval of its implementation. John responded to Peter U's question about timing, saying that he thought approval might arrive by early July. John said the Boopsie app's search capability exceeds the Abbott Library catalog search ability. He added that we are the first in the state to be using this app and he hoped to demo the app at the next Trustees meeting.

At the Digital Summit, a man from ALA talked about the eBook situation, indicating that the 6 large publishers holding back on eBooks all are in Manhattan. The publishers are telling librarians to "relax." The situation will be worked out. John spoke at the

conference about our use of *Freegal Music* and *Freeding E-Books* and having the Friends support for these. John also commented about potential use by the library of QR (Quick Response) codes to provide smart phones with instant links to information.

Treasurer's Report

John Wilson said that item 300 – *New Library Capital Reserve* is not absolutely correct, as it does not include a small amount of bank interest. Peter U asked if the Capital Campaign Balance Sheet should include funds received by the Abbott Library Foundation. John was not sure. Terri said she thought that was a question for the Foundation at their next meeting.

Chair's Report

Terri reminded all of the July 14 events coming up and called for volunteers to help with the site tours.

Book Sale

John Wilson said that more books are needed. Peter Spanos asked for authorization to spend \$88 for a Kearsarge Shopper ad to advertise for more book donations. John Walden said that he thought funding the ad should come from the Trust and Fines account. Terri moved, with second by Xan G, to authorize Peter Spanos to proceed with the Kearsarge Shopper ad asking for book donations. The motion carried unanimously.

Peter U asked about handouts for use on July 14 to encourage people at the book sale and breakfast to visit the site. Jim G will provide these.

State Library Analysis

Peter U made a presentation of a survey prepared annually by the New Hampshire State Library of all 232 New Hampshire Libraries. Although the Abbott Library is about the middle of all of these libraries in town population and building-size area, it falls at about 25% from the top in most areas of activity, programming, and staff (See attachment for details.)

New Abbott Library

- A. Site Update: Peter U reported that the land transaction has not yet been recorded, because the bank had not provided a required proper notice. The Title Company caught the problem. The bank is anxious to clear the problem, as the issue also affects the bank's closing on the small office portion of the site. Approval may have to be obtained from Sherwood Moody to hold the site tour scheduled for July 14.
- B. Cy-Pres Petition: Peter U said that two missing pages from the cy-pres petition had to be located, delaying approval by Terry Knowles office of the petition to be presented to the court.
- C. Foundation Update: Since the joint meeting between the Foundation and the Trustees on June 6, there has been nothing new to be reported regarding the Foundation's progress.
- D. Construction Management Options: Terri asked each trustee to comment about their choice of construction delivery option to use as we go ahead with the new library project. (Design-Bid-Build – DBB, Construction Management – CM, or Design/Build – DB). Responses were as follows:
Jean Molloy: Favors CM but expressed concern about trustees' liability.

John Wilson: Favors CM with a guaranteed maximum price (GMP.) He noted that the price could exceed the GMP due to subsequent change orders.

Peter Spanos: Favors CM, but does not want either SMP architects or North Branch Construction to be advantaged, because of their presentation June 6.

Peter Urbach: Based on the pros and cons, Peter came out in favor of CM, noting that in that process both the construction company and the architect report to the Trustees.

Jim Gottling: Asked for comments by Dave Robinson, hearing these, agreed that we should proceed using the CM option.

Xan Gallup: Not at June 6 meeting, but agreed that CM was the best option.

John Walden: Favors CM with GMP.

Terri Jillson White: Commenting at various times, agreed that CM was the best option.

Peter Urbach, with second by Pete Spanos, moved that the Trustees select the CM option with a GMP to proceed with the project. This motion passed unanimously.

Terri suggested that John Wilson and Peter Urbach act as a subcommittee to develop project specifications and prepare to solicit bids from qualified firms and she called for a motion to that effect. Peter U suggested adding that a list of prospective bidders be included in the task. Peter Spanos moved the suggestion with Peter's addition. With second by Xan Gallup, the motion then carried unanimously. Peter and John Wilson agreed to provide conclusions of their work to the Trustees by the next Trustees meeting.

Old Business - None

Other Business

Peter U said that at the recent Selectboard meeting Van Webb had presented a proposed plan by the Conservation Commission (CC) to acquire property in the area of Wendell Marsh. This action will require funding ranging from \$550k to \$850k. It is not clear to the CC how much of this would come from grants or other sources, but the balance will have to come either from private sources or would be presented in a warrant article March 2013 for Town vote. Either of these activities would be in competition with our funding efforts.

Public Comment – None

Adjournment to Non-Public Session

Terri W moved, with Xan Gallup second, to enter non-public session based on RSA 91-A:3 II [a]. With affirmative roll-call votes by all Trustees, Xan Gallup acting for Hollander, the meeting became non-public at 8:03 PM.

The meeting returned from non-public session at 8:47 PM, whereupon Xan Gallup moved, with second by Jean Molloy, to adjourn. This motion passed unanimously.

Respectfully submitted,



James G Gottling, Secretary

Attachment: Abbott Library Ranking