

**Bent Northrop Memorial Library**  
**Trustee Meeting Minutes**  
**5-20-10**  
**Draft**

**Present:** Terry Hale, Bet Howrigan, Albert Tetreault, Randy Clark, Julie Wolcott, Amanda Forbes, Kristen Hughes

**Call to order:** 3:38pm

**Approval of agenda:** Approved

**Approval of minutes:** All minutes from 4-14-10 to 5-3-10 approved with spelling corrections

**Treasurers Report:** Amanda reported that the building fund had been opened and the BNML contribution to the Town Grant Writer Fund had been transferred. A question was raised concerning "supplies for Park Street" expenditures.

**Motion:** on a motion by Julie and a second by Randy the Trustees give Amanda the authority to take out a line of credit/construction loan with Peoples Trust for \$500,000 if Peoples Trust will match the union Banks offer.

Amanda requests that a Trustee attend the select board meeting to inform them about the loan. Albert will attend.

**Librarian's Report:** Kristen distributed language to improve and make more inclusive the BNML goals. Craftsbury has allowed us to use their informational packet about their building process as a template. She has been rethinking the "substitute" librarian idea and might prefer a few regular substitutes instead.

**Old Business:**

Building and committees process: we will continue to make decisions as a board but communicate frequently with the community and encourage their input. Garage sale at Pafundi's on May 29<sup>th</sup> from 9am-12pm.

Construction budget: see loan information above

**New Business:**

Decision making: When decisions need to be made between meetings, the trustees will communicate to Terry and she will be our spokesperson and go to person.

Date for informational meeting and loan approval: The vote needs to take place between 30-40 days after the meeting is warned. A meeting will be scheduled after finalization of negotiations on the loan.

**Other Communications:** Ryan Miller visited Michael Dugan at his office. He will be involved in the design process as time permits.

**Next regularly scheduled Meeting:** Thursday June 17<sup>th</sup> at 7:30am

**Adjourn:** 4:45pm

**5-27-10**

**7:30am**

The Trustees met with Connor Contracting and Michael Dugan to review and make comments on the design. . While the exterior of the building is being designed according to orientation on the lot, elevation of the property, and respect for local architecture and culture (“Fairfield vernacular”), the interior plans are being designed for the different patrons, uses, and programs of the library. Questions to be resolved are wastewater disposal (Amanda will be asked to look for the FSD permit), parking, (Kristen will inquire about using the school lot for event parking), zoning requirements for parking. Next meeting Thursday June 3<sup>rd</sup> at 7am

**5-29-10**

**8:30am**

**At Pafundi property**

The Trustees met to discuss or demolition options. It was decided to hire by the hour, save all beams and lead free wood, dispose of the remaining materials at the landfill (charged by the pound, and have volunteers help with the hauling. The demolition can start as soon as the hazardous material removal is complete.