

Abbott Library Board of Trustees Minutes
Abbott Library – July 2, 2013
Approved

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

I. Chairs' Opening Remarks – Terri White

Terri opened the meeting at 6:30 pm and said that Xan Gallup would sit in for Barbara Hollander, who had an excused absence.

II. Approval of Minutes – Jim Gottling

A. June 18, 2013: Terri said that “Carr” should be spelled “Karr.” With that correction, John Wilson moved, with second by Jean Molloy, to approve the minutes of June 18 as amended. The motion passed unanimously.

III. Book Sale Report

Xan Gallup reported that the ad for the book sale was ready to go and help is lined up.

IV. Foundation Update

Mindy reported the following items:

- As of June 17, there remains \$293,000 to be raised.
- Mindy handed out copies of a new foundation brochure.
- Sally Southard held a cocktail party, where many contacts were made. Mary Danko and Terri will follow up with attendees at that event.
- Tomorrow Mindy will meet with Walt Goddard, Sue Gottling, and Merry and Meagan Reed to add personal notes on letters to prospects. These letters will go out July 9. There will be follow-up phone calls to these people.
- There is another large mailing being prepared, similar to the one that went out in March. This one will go to personal property owners in town.
- The “Pennies” party raised \$848.05
- Dick and Betsy Katz, with Gerry Farland, are working to create a 9-hole miniature golf fund-raising event at the library from 6:30 to 8:30 p.m. on August 10.

Terri and John Wilson spoke about the Lions club gift of \$10,000 with no contingency. Terri said that a presentation is planned for next Wednesday, July 10. The Lions' gift has not been included in the balance remaining to be raised, mentioned above.

V. New Abbott Library Update

A. Review of Memorandum of Understanding (MOU)

Peter Urbach provided background for the MOU, noting that this document was the result of meetings among Donna Nashawaty and Lynn Wiggins representing the town, Mindy Flater and Lynn Smith representing the foundation, and Peter Urbach, John Wilson, Tom Mickle, and Mary Danko representing the trustees and the library and the work of the town's lawyer. It was noted that the foundation has not yet approved this current draft of the MOU. Jim Gottling moved, with second

by John Wilson, to approve the draft in principle at this time. It was understood that further work would occur in preparing this MOU. This motion passed unanimously.

B. Project Update

Peter Urbach said that the trustee's construction subcommittee (Urbach, Danko, and Wilson) visited Trumbull-Nelson (T-N) to review the bids on site preparation. The low bid by K A Stevens of Grantham, a well-known firm that T-N has worked with, came in at \$271,000. This amount includes excavation of up to 600 cubic yards of ledge, with a contingency of another 500 cubic yard that would cost \$27,500. This contingency is included in the cost above. The bid is \$100,000 less than had been anticipated. T-N urged not to count on this low bid savings until all other bids have been received. Peter Urbach said that the bad news is that this bid is only open until August 15, 2013. Urbach said that the construction subcommittee authorized T-N to release the remaining bids. These will go out by July 12. During the discussion it was noted that five other firms had submitted bids. Some firms did not submit bids either because they were too busy at this time or would not meet the T-N bonding requirement.

A discussion ensued about whether to begin the construction at this time. Peter Urbach, Jim Gottling, John Wilson, and Pete Spanos supported that viewpoint. Peter Urbach noted that waiting would lead to rising costs and possible town vote in March 2014. Xan Gallup, Jean Molloy, and Terri opposed going forward with construction now. Terri, in particular, spoke in opposition, noting the long-standing position of the trustees not to begin until all the funds have been raised. Xan Gallup said that getting approval from the selectman might be a problem if all of the funding were not in place. Peter Urbach pointed out that a compromise between these views could be that this decision not be made at this time. Waiting until early August would be better, because by then more of the bids will be available and we would then have a better idea of how much of the funding would be in hand. Terri concluded this discussion, noting a consensus to wait until early August to make this decision, at which time a special meeting of the trustees would be called to consider proceeding with construction.

VI. Public Comment – None

VII. Other Business – None

VIII. Adjournment

Jean Molloy, with second by Xan Gallup, moved to adjourn. The motion passed unanimously, and the meeting adjourned at 8:06 pm.

Respectfully submitted,



James G Gottling, Secretary