**Minutes of the meeting of the Sawyer Free Library Building Committee**

**Dec. 13, 2017**

**Attending:**

**Committee Members:** Peter Feinstein, Fran Aliberte, Joe Grella, Fred Cowan, Paul McGeary

**Saunders House Committee:** Mern Sibley

**Staff:** Deborah Kelsey

**Mr. Feinstein** called the meeting to order at 4:02 p.m.

The minutes of the meeting of Nov. 29, 2017 were approved.

**Fundraising**

**Mr. Feinstein** reported that the Fundraising Committee had received four responses to its request for proposals for a consultant to design and plan our fundraising campaign for the new building. He said the Fundraising Committee (of which **Mr. McGeary** is a member) would be deciding what respondents to interview further at a meeting on Dec. 15.

**Financial model**

**Mr. Grella** handed out a spreadsheet showing a financial model for the building project. He said he was still in the process of refining the figures--a process that would continue throughout the project as cost projections became concrete. He said he began with the figures submitted in the grant application to the state Board of Library Commissioners. **Mr. Grella** said his goal was to identify the costs associated with the project and where the money would come from to pay those costs.

There was some discussion of the kinds of costs that should be included in the projections, including the cost of operating a separate temporary library facility during the period of the renovation or reconstruction. Also discussed was the role of the city and the library corporation in monitoring the costs of the project.

**Saunders house**

**Ms. Sibley** said that the committee had been in touch with restoration architect Lynne Spencer and that she would be contacting Dore & Whittier, the architect who produced the conceptual design for the renovation/reconstruction of the library. The goal would be to see how the renovation or preservation of the Saunders House would impact the proposed library renovation or reconstruction.

**Mr. Feinstein** said he would send written responses to the city's submitted by the city Historic District Commission asking about the impact of the library project on the Saunders House.

**Library visits**

**Ms. Kelsey** will send out a list of library visits she is scheduling for the committee members.

The meeting was adjourned at 5:26 pm