

Gloucester Lyceum and Sawyer Free Library
Fundraising Committee
Tuesday, January 15 3:00pm-5:00pm
Friend Room
2 Dale Avenue, Gloucester, MA 01930

Attendance: Fran Aliberte (via Skype), Anne-Marie Anderson, Christine Armstrong, Paul McGeary (via Skype), Simon Paddock (Chair), Joan Pohas, Library Director Deborah Kelsey, Library Strategies Consultant Peter Pearson, and guests Peter Feinstein, Jane Mead, Bill Remsen, Bill Schulz, and Mern Sibley.

Not present: n/a

1. Welcome and Introductions. This meeting is being recorded.
2. Purpose of Feasibility Study and Process – *Peter Pearson*
 - a. Peter Pearson, from Library Strategies, explained the Feasibility Study process.
 - b. The group discussed the timeline. We had one public visioning meeting and will schedule another for February; there are meetings planned, as well, with Mass. Board of Library Commissioners (MBLC) building specialists and another to discuss the Saunders House. We will want to have elevations and a rough design idea in conducting the interviews. Mr. Pearson suggested that feedback from the interviews will be help inform the design to some extent.
 - c. In conducting the interviews, we will approach the Library Building Program and Saunders House fundraising as one project. In determining feasibility, they will be considering individuals, foundations, corporations, and community foundations.
3. Review of Project Specifics – *Simon Paddock*
 - a. Budget: The Corporation will have to match the MBLC grant. Construction costs for the Library Building Plan are reimbursable over five years at approximately 40 cents on the dollar.
 - b. Renderings (Renovation vs. New Construction; Saunders House):
 - i. Library Building Program: Architect Matt Oudens suggests that the renderings will be ready for May.
 - ii. Saunders House: We have detailed report of the preservation and structural work needed.
 - c. Community Impact: How will the new/renovated library serve the community better than the current structure? Some thoughts are: a

learning commons, enlarged meeting spaces, creation spaces, flexible, community space for individual and group use, art space, public restrooms, study carols, local history and archives, safe spaces for young people and children's program.

- i. The interview process will list some of the programming ideas and gauge interest and potential support.
- ii. It is expected that the redesign, with better sight-lines, will not call for increased staff size; it will also be more efficient thus less expensive to maintain.
- iii. Deborah will send the Library Building Plan to Mr. Pearson.

4. Brainstorm Target Interview List and prioritize names– *all*

- a. Looking for people who'd be able to make a pledge of \$50,000 or more; individuals with personal wealth or access to wealth; people with access to corporate funds and/or foundation money. Will aim to have one donor provide about 20% of the total need.
- b. Simon read a list of names that came out of a similar discussion last year. The group reviewed the names and determined who should sign the introductory letter.

5. Invitation and Interview Timetable – *Peter Pearson*

- a. Library Strategies will provide a letter to be personalized and signed by the assigned person. Mary-Kathryn Gray will assemble the letters for mailing and make the follow-up phone calls to schedule a meeting.
- b. Mr. Pearson and another consultant from Library Strategies will conduct the interviews over a period of two weeks, most likely at the end of May.

6. 5:00 Adjourn. There being no further business the meeting was adjourned.

Respectfully submitted, Tracy Bowen

Motions Summary

n/a

Actions Summary

Deborah will send the Library Building Plan to Mr. Pearson.