

# SAUNDERS HOUSE STEWARDSHIP COMMITTEE

Monday, July 15, 2019, 10:30 am  
Byers-Davidson Room, Saunders House  
88 Middle Street, Gloucester, MA

**Attendance:** Prudence Fish, Barbara Lambert, David Rhineland, Joann Riley Mern Sibley (Chair), and Library Director Deborah Kelsey

**Not Present:** Bill Remsen

1. Welcome and introductions. This meeting is being recorded.
2. Approval of minutes of June 17, 2019. David moved to approve the minutes as presented. The motion was seconded and the minutes were approved.
3. Reports from relevant meetings: Buildings and Grounds, Library Capital Projects Committee, and Board of Trustees.
  - a. B&G: The gutter section and supplies have been ordered and received. George Leavitt has this on his schedule.
  - b. Building Update:
    - i. The Fundraising and Library Building committees have merged and formed the Capital Projects Committee. They are working on the Feasibility Study.
    - ii. Architect Matt Loudens is scheduled to present to the City Council at their July 23<sup>rd</sup> meeting.
    - iii. The State authorized \$100,000,000 of the \$250,000,000 requested for the bond that funds the Mass. Board of Library Commissioners (MBLC) grant. It is not clear how, or whether, this will affect us. Two more libraries have been approved to move forward, making us sixth on the list.
    - iv. The Sullivan, Spencer & Vogt Group report and SH financials have been posted on the SFL website.
4. Progress report: Finding contractor for sill work – Pru and Barbara
  - a. Pru reached out to David Ottinger, David Webb, and Matt Diana. They have responded but are busy and are not sure when they can come. If possible, we'd like to schedule more than one to come in a day.
5. Items not reasonably anticipated by the chair 48 hours in advance of the meeting.
  - a. After discussion, Barbara moved that the August meeting be canceled. David seconded. Discussion: agreed to hold it if an emergency comes up. The motion was approved.

- b. Chimney: At some point we will need to have Richard Irons inspect the chimney – for general health and to determine if it’s contributing to the buckling in the building. We will add this to the schedule for the fall.
- 6. Next meeting September 16, 2019 10:30 am
- 7. 11:10 Adjourn. There being no further business the meeting was adjourned.

Respectfully submitted, Tracy Bowen

**Motions Summary**

The August meeting was canceled.

**Actions Summary**

n/a