

SAUNDERS HOUSE STEWARDSHIP COMMITTEE
Monday, November 18, 2019, 10:30 am
Byers-Davidson Room, Saunders House
88 Middle Street, Gloucester, MA

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

Not Present: n/a

1. Welcome and introductions. This meeting is being recorded.
2. Approval of minutes of October 21, 2019. David moved to approve the minutes as presented. The motion was seconded and approved.
3. Reports from relevant meetings: Buildings and Grounds, Library Capital Projects Committee, and Board of Trustees
 - a. **B&G:** Saunders House did not have heat on Veteran's Day due to a problem with the boiler. Fred Cowan contacted the DPW to make the repairs. Because the DPW only has one person to work on these systems Fred suggested the Committee think about having a service contract with a company to handle these repairs whenever they come up. The group discussed the merits and agreed. Deborah suggested we let B&G arrange for this; she will bring this to today's B&G meeting.
 - b. **Capital Projects:** Library Strategies finished conducting ~30 interviews for the Feasibility Study. Initial feedback is positive. Final results will be made available at the end of November.
 - c. **Board of Trustees:** The 501(c)3 application for the Foundation is coming together. The current focus is on soliciting people to serve on the Foundation Board.
4. Solicitation of a proposal for an estimate for paint analysis by Bill Finch of Finch and Rose, Beverly, MA – Discussion
 - a. Mern read from his original report in which a cursory paint analysis found several muted colors of paint in the room, including some *faux bois* treatment.
 - b. The group agreed to ask Bill Finch for an estimate to conduct a thorough paint analysis of the Byers-Davidson Room. Mern will reach out to him.
5. John Watson visit to assess sill on Dale Avenue side – Report
 - a. Mern and Pru met with him last week. He thinks the sill is fine and does not need work.

6. Pru quoted from an old newspaper (*The Cape Ann Advertiser*) article describing plans to change the building when it was purchased by William Pew in the 1800s. The article describes construction of the turret at an earlier time. Thanks to Lois Ann Whitmarsh Hamilton from the City archives for her help with research.
7. Next meeting December 16, 2019 10:30 am
8. 11:50 Adjourn. There being no further business the meeting was adjourned.

Respectfully submitted, Tracy Bowen

Motions Summary

Actions Summary

Deborah will talk to the B&G Committee about arranging a service contract for heating system repairs.

Mern will ask Bill Finch to prepare an estimate for a paint analysis of the Byers-Davidson Room.