

**Kennett Library**  
**Board Meeting Minutes**

**October 17, 2017 Board of Trustees**

- Karen Ammon    Gail Bowden    Chris Britt    Jerry Brown    Margaret Egli  
 Jim DiLuzio    Chris Larsen    Bill McLachlan    Brenda Mercomes  
 Barbara Necarsulmer    Loren Pearson    Brad Peiper    Thomas Swett    Barry Tomasetti  
 Jeff Yetter

*10 present (15 Trustees)-Quorum achieved*

**Guests: Filomena Elliott and Bill Landmesser**

<b>Agenda items</b>
<b>Opening of Meeting</b>
Jeff Yetter, Vice President, opened the meeting at 5:01 p.m. There were no public comments.
<b>Approval of May Minutes</b>
A motion to approve the minutes was made by Bill, seconded by Chris and unanimously approved with no corrections.
<b>EDiS Presentation</b>
<p>Jeff introduced Brian DiSabatino, Mike Freda, and Kevin Lucas of EDIS, executives of the company which has been selected to be the construction manager for the Library Project. Brian, CEO, presented trustees with a booklet highlighting their qualifications. The company has a history of specializing in the construction of libraries including a \$100 million project. The main priority is to produce a landmark building while conforming to our budget. The final result should be operationally sound. Chris Britt asked them how they would work with the Architectural team. Brian stated that they have already worked with Dennis Melton on other projects. Additionally, the company believes in working hard at the beginning of the project to insure success.</p> <p>Bill will be scheduling a meeting of EDiS and the Architects on November 8<sup>th</sup>. Jeff wanted all trustees to know that their role also is to guarantee a target price. EDIS assured all trustees that they are hyper sensitive regarding time. They will act as a taskmaster to keep to a strict time table.</p>
<b>Motion-Affirmation for EDiS Selection</b>
<p>Before the vote of affirmation, Jeff informed trustees that their fee is \$53K plus 2.9% of construction costs. Bill added that the company has an excellent reputation and are highly incentivized to participate in this project. Another company that had been interviewed would have charged 4% versus the 2.9%.</p> <p>Bill made a motion to affirm EDiS as construction manager. Brad seconded the motion and it passed unanimously.</p>
<b>President's Report</b>
<p>Jeff reported in Tom's absence. He was happy to announce that preliminary estimates for the Fall Fundraiser are predicting we should make \$26K. Thanks go to the all the sponsors of the dinner plus donors to the silent auction and attendees of the annual dinner. Jeff also stated that next year we need a much bigger committee to plan the event. He recommended the Library form a volunteer base similar to the House &amp; Garden Tour to help with future events.</p> <p>Brenda asked Jeff about the Bayard Taylor Award, which was to be included in the Fall Fundraiser dinner presentation. Jeff reported that our first awardee, Joe Lordi, was unable to attend. This award will be presented to Mr. Lordi during the Bayard Taylor birthday celebration. Jeff also recognized Joe for helping with the Bayard Taylor collection.</p>

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<p><b>ALP</b></p> <p>Brad reported that the committee has been focusing on proactively cooperating with La Comunidad Hispana. One of the areas of cooperation besides educational literacy is health literacy, which was identified by LCH and Filomena Elliot, as a theme for fall programs.</p> <p>The Family Literacy Program, which ALP adopted, is up and running in West Grove and Oxford. ALP is awaiting receipt of the \$5,000 grant from CCRES. The second area of focus is funding. The committee has prepared a trifold “This is Kennett Library’s ALP Program” to be used to solicit donations for ALP from local businesses and organizations. The committee has identified four foundations to approach for funding support. Lastly, Brad announced that Paul Frederic of To-Jo Mushrooms has agreed to help the committee in their outreach to the mushroom industry.</p> <p>Filomena and Connie Carter are in the process of applying for a \$5,000 Vernon Library grant. Filomena is also collecting donations for a family in dire financial needs. Donations will be used to purchase beds and bedding for this family.</p> <p>Jeff stated that it is important for ALP to continue to submit press releases highlighting their good works. An ALP graduate recently gave the program a very nice donation.</p>
<p><b>NBC</b></p> <p>Bill reminded the trustees that we need a new leader for this committee because Carolyn Mohr resigned due to relocation. Cathy Elder, prospective new trustee, has indicated that she is interested in serving on the NBC committee, but does not want to be the leader.</p> <p>Bill also noted that the final agreement for Architects is pending. \$47,000 will be due when this agreement is finalized.</p> <p>Chris Britt asked if we are still going for LEED certification, which Bill acknowledged was definitely part of the project. At this time, the level of certification has not been determined.</p>
<p><b>Personnel</b></p> <p>Brenda had no report other than the fact that Megan is searching for a part time employee to replace Zac.</p>
<p><b>Finance Report &amp; Board Development</b></p> <p>Bill reported that the finances look good and pending any unforeseen expenses we might have a balanced budget. He reminded us that the Annual Appeal mailing will be sent out December 1<sup>st</sup>.</p> <p>Regarding Board Development, Bill asked newer board members whether they had been to CCLS orientation. The following trustees acknowledged that they have not received this training: Gail, Barbara, Margaret and Chris Britt.</p>
<p><b>New Garden Township Referendum</b></p> <p>Jeff and Jim are grateful to Carl Francis, Bill McLachlan, and Tom Swett for attending meetings regarding this pending referendum. Jim reported that residents had received a letter and a second letter was in the process. Rather than a third letter which Carl had proposed, Jim suggested that a postcard would be more effective. He announced that an information meeting will be held on October 24<sup>th</sup> at the Township Building. If the measure passes, New Garden’s support would increase to fair share. Jim reminded us that although the Board of Supervisors did vote to put this referendum on the ballot, that does not guarantee passage.</p>

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<b>Adjournment for Executive Session</b>
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The meeting was adjourned at 6:06 for a brief executive session in order to approve a resolution for the sale of library property. A motion to approve the sale was made by Bill and seconded by Brad. The approval to sell the lot was passed unanimously.
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The meeting was adjourned at 6:16 p.m. The next board meeting will be held Tuesday, November 21<sup>st</sup> at the Episcopal Church of the Advent.

Respectfully submitted,

Margaret Egli, Secretary