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**MEETING OF THE BOARD OF TRUSTEES**

Tuesday, September 15, 2020 @ 5 PM  
via Zoom

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*Jeff Yetter, President of the Board, presiding*

*Those items in **bold print** will require a motion from a Trustee*

- I. Public Comments
- II. President's Comments
- III. **Approval of August meeting minutes**
- IV. Library Director's Report
- V. Committee Reports
  - a. Executive (Jeff): Jeff will make the following motion: **that the Kennett Library engages the Delta Development Group to continue providing consulting services to manage our RACP I grant and to assist the Library in securing a RACP II grant in 2020 and a Library Keystone Grant in 2021. The \$15,000 contract will run from January 1st through October 30th, 2021.**
  - b. Finance (Tori): Jim is expected to make the following motion: **to change Article VI, Section F, subsection (2) of the By-Laws as follows: (2) Provide an accounting for all of the funds of the Library at the regular (quarterly reports) and annual meetings.**
  - c. New Building (Brad, Loren): Brad is expected to make the following motion: **to approve the recommendation of CBRE/HEERY to fill the Owner's Representative position in the New Library project consistent with the services summarized in their attached proposal of July 31<sup>st</sup>. The billable hours for our project has been quoted at 1,433 hours at a fee of \$193,455. Factoring in other expenses and a 10% contingency, the Library Board is asked to approve \$214,800 compensation for this OR position.**
    - Comments from Brad:
      - Please note that CBRE/HEERY proposal cites a number of cost estimating options. The NBC has no plans to pursue these options at this time. If that position changes at some future time, a separate Board Motion approval request and justification would be provided.
      - If the Board approves this motion, we will engage our Library lawyer, Joe Riper, to draw up a contract with CBRE/HEERY consistent with these services and compensation structure so that this OR role can be filled as soon as possible.
      - A summary of our recruiting and interviewing process for this position leading to this recommendation is attached.
  - d. Capital Campaign (Collis)
  - e. Personnel (Brenda)
  - f. ALP (Brad)
  - g. DevCom (Jeff)
  - h. Friends of the Kennett Library (Gail)

VI. **Adjournment**

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*Next board meeting is scheduled for Tuesday, **October 20, 2020 @ 5 PM***

Board meetings will be held at  
**TBD**