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**BOARD OF TRUSTEES (BOT)**  
**SANDWICH PUBLIC LIBRARY (SPL)**  
**MINUTES FOR SEPTEMBER 21, 2017**

**Present:** Chairperson Jennifer Tickell, Vice Chairperson Christine Brown, Jeanie Vander Pyl, Ted Scribner, William Fleming, Jeanne Maclaren, and Joe Roche.

**Absent:** Mark Wiklund, Library Director Joanne Lamothe

The meeting was called to order at 7:04 p.m.

**Appointment of Katie Miller to fill Board vacancy**

- Discussion described Ms. Miller's qualifications including her experience with fundraising, project management would be an asset to the board.
- Jennifer Tickell to contact Ethics Board to examine any possibility of conflict of interest due to Katie Miller's father being on the BOS
- **Motion: To approve recommending Katie Miller to the Board of Selectmen for appointment to the Library Board of Trustees provided there are no conflicts of interest.**
  - **Moved: TScribner, Second: WFleming**
  - **Vote: All in favor**

**Approval to submit capital funding request to proceed with library space re-allocation project**

- The Library is seeking to achieve the support of the Board of Selectmen to put the \$100,000 needed to pay for the next phase of development (Schematic and Design Development Phase) onto the May Town Warrant.
- Discussion included that timing to begin the Schematics and Design Development phase, assuming town approval, would be July, 2018 at the earliest. The capital planning portion of the town budget will be ongoing from now through approximately January, 2018. When the BOS intent for funding the request is understood, the BOT will move forward with continued promotion of the renovation project. Favorable aspects of an overall renovation project include identification and implementation of improvements that will serve all patrons for the next two decades, cost control, one-time disruption to the library, and speed of project completion. Jeanne Maclaren expressed concerns about cost, design, and town support. The BOT and this project are in very early stages with many aspects of Schematics and Design Development yet to be determined.



- **Motion: To approve submitting a \$100,000 Capital funding request to the Board of Selectmen to proceed with the schematic and design development phase of a potential remodel of the library, for consideration at the May, 2018 town meeting.**
  - **Moved: CBrown, Second: JRoche**
  - **Vote: All in favor with JMaclaren abstaining**

Meeting was adjourned at 8:12 p.m.

Respectfully submitted,

Jennifer Tickell