



Town of Coventry
LIBRARY EXPANSION BUILDING COMMITTEE

- - - Meeting Minutes - - -

Thursday, March 16, 2017

7:30 PM

Booth & Dimock Memorial Library Community Room

1.) Call to Order

Committee Chairman Tim Timberman called the meeting to order at 7:37 PM. Committee members in attendance were—

- Tim Timberman, Committee Chairman
- Sondra Astor Stave, Committee Vice Chairman
- Kathleen Ryan, Committee Secretary
- William Bonney, Committee member
- Kristi Sadowski, Library Director
- John Elsesser, Town Manager (7:40 PM)
- Libby Parda, Library Association Board of Trustees
- Bruce Stave, Library Association Board of Trustees
- Two other members of the Library Association Board of Trustees

2.) Approve Minutes of February 16, 2017

Sondra Astor Stave moved and William Bonney seconded her motion to approve the minutes of the Library Expansion Building Committee meeting of February 16, 2017 as presented. C.U.

3.) Discuss March 6, 2017 Meeting with Town Council

Chairman Tim Timberman reported that the Town Council at its meeting on March 6 unanimously voted to bring the library expansion building project to referendum on Tuesday, May 2. Our bonding costs projection needs to be updated, as it was last done last summer.

Librarian Kristi Sadowski distributed project cost projection sheets.

Town Manager John Elsesser told the Committee that the Town Council at its April 3 meeting will call for the town meeting and referendum notice to be read. The referendum will be on the FY 2016—2017 town budget and on the library expansion building project. He also told the Committee that the financing company that provided the bonding projections may call to bond \$5.3 million (the projected construction cost without the state library grant) or \$4.3 million (the projected construction cost with the state library grant). The public hearing for the library expansion building project will be after the presentation and discussion of the proposed town budget at the annual town meeting on Saturday morning, April 22.

4.) Discuss *EveryLibrary.org* and conference call with them

At 7:55 PM the Library Expansion Building Committee and the present members of the Library Association's Board of Trustees entered into a conference call with a representative from EveryLibrary.org, a non-profit, privately funded 501(c)4 organization that has provided campaign advice and assistance at no cost to library projects since 2012. To date, 46 of the 61 library project campaigns with which EveryLibrary.org has been involved have been successful. The conference call focused on 3 aspects:

- "Plan A"—a successful campaign for the library expansion project
- "Plan B"—the direction to take regarding the needs of the library if its referendum should fail
- "Yes" Committee—the selection and role of a community committee to act as a volunteer citizen committee promoting the project referendum

The conference call ended at 8:45 PM.

5.) Discuss activities prior to referendum

Topics discussed included library expansion project display information in the library; information to make available on the Library's web site, Facebook page, and other relevant social media; how to reach as many people as possible in a short amount of time; building community support for the Library whether or not the referendum passes; the role of the library's various personnel (employees, trustees, friend of the Library) in the referendum campaign; possible members of the Yes Committee; presentation dates with community groups; and the need for a special (additional) meeting of the Library Association Board of Trustees later this month.

6.) Discuss Future Plans for 2017

The Library Expansion Building Committee will next regularly meet on Thursday evening, April 20, 2017 at 7:30 PM in the community room of the Booth & Dimock Memorial Library.

7.) Adjournment

William Bonney moved and Kathleen Ryan seconded his motion to adjourn the meeting at 8:32 PM. C.U.

Respectfully submitted,

Kathleen Ryan, Committee Secretary