

**Lower Level Renovation Joint Fundraising Meeting**  
**Library Trustees, Lower Level Renovation Committee, and Friends of the BFL**  
**Thursday, October 3, 2013**  
**APPROVED**

**Present:** Mark Leven (Trustee), Tom Ives (Trustee, LLRC), Rita Morrison (President, Friends of the BFL), Gary Nylén (LLRC), Christine Carey (Friend of the BFL, LLRC), Ingrid White (Trustee, LLRC), Paul Rizzi (LLRC), Jeff Kipperman (LLRC), Paris Awalt (Trustee, LLRC)

**Meeting called to order:** 5:42 pm by Tom Ives.

**Review of Minutes:** Minutes from 9/4/13 meeting reviewed. No changes except Paris Awalt noted that she was not listed as present. Gary Nylén motioned to approve the minutes with the addition of Paris's name. The motion was seconded by Rita Morrison, and the minutes were approved.

**BFL Foundation:**

501(c)3 status - Ingrid White informed the group that all the forms have been submitted. There was a slight delay because filing fee was \$100 short, although that was corrected. The Friends will reimburse the \$100 as they gave the money for the initial filing fee. The group expressed concerns that the government shutdown will slow the process of approval.

Fiscal sponsorship - The form was signed by both parties and copies given to both groups. The group reviewed the process of how a donation would work - if someone makes a gift the check would be written to the Friends, with a note in the memo line that it is designated for the Foundation. Rita Morrison will be the Friends signatory.

Jeff Kipperman noted that we should have a separate signatory/check writer and reconciler of accounts.

**Parking Committee Update:** Tom Ives told the group that the parking committee met with people next door (NHADA, as represented by Peter McNamara and Michael Rosenblum) who had some questions and concerns, but who appeared pretty open to requests. Mark Leven reviewed the meeting in more detail - NHADA's primary concern is liability, which Lori Fisher is working on with the town. They are also concerned about their peak usage times when they use all their spaces (training sessions and their Trustee meetings). Off-hours and weekends will probably be fine, but peak library hours and meetings at the library could prove a problem. There is a discussion around when those peak hours are and how that would change after the renovation. Mark noted that the group will continue to work on it, and that it will be an ongoing process. Our commissioned parking study says we need a total of 24 more spaces.

**CIP Plan 2014-2019 Discussion:** Tom Ives addressed briefly the topic of the Capital Improvements Plan, which placed the library renovations as priority 4, deferrable. He went to the CIP meeting and was disappointed that our priority was so low, although he was reassured that the plan is a fluid document that may change. The group had a short discussion about what this means for our future fundraising. Further discussion is put on hold until after the meeting on October 15th with members of the CIP committee.

At 6:17pm the meeting went into **Non-public session**, pursuant to RSA 91-A:3, II(c).  
At 6:45pm the **public session** reconvened.

**Possible fundraising and/or 100 Year Anniversary Event Discussion:** Tom Ives asked the group to start thinking about possible events and ideas.

**No new business.**

**Next Meeting:** Wed 11/13/13 at 7pm.

meeting ended at 6:48pm.

Respectfully submitted,  
Christine Carey