

**Minutes**  
**Sherborn Library Board of Trustees**  
**Tuesday, January 15, 2019 7:30 p.m.**  
**Sherborn Community Center**

Attendees: Jim Murphy, Bruce Eckman, Lisa Schwarz, Kristiina Almy, Jennifer Searle, Hank Rauch, Ariana Delaney, Jeff Waldron, Chris Kenney, Elizabeth Johnston, Liz Rowland

Absent: Brian Connolly

7:31 p.m. Call to Order, Mary O. Moore, Chair.

Mary to be pro tem secretary for meeting in Brian's absence

Voting of Minutes – Dec. 18, 2018

- A motion to approve minutes was made, seconded and approved unanimously.

Friends of the Library Report – Ariana Delaney reported:

- 2018 Annual Appeal had raised \$19,500 to date (17% decrease Y/Y)
- Recently announced Middlesex grant makes up difference
- Hank Rauch gave an update on Endowments at recent Friends meeting.
- 6 open board positions for next year – actively recruiting
- 45 attendees at recent event at Heritage.
- Sherborn Business Association awarded the Friends a Grant for 7<sup>th</sup> Hank Wonder concern series.

Treasurer's Report – Jim Murphy reported:

- Town annual audit going on – per usual, Jim responsive to auditor requests – no flags.
- Jim reported that per a recent call with UBS, there appears to have been no transfer of funds to the Town per MOU. Not clear why, could be related to the state investment list. No word from Town Treasurer. MM agreed to follow up with Treasurer before next meeting.
- Elizabeth asked question about paying for 50% of police detail cost for public forum. Recommendation was for her to pay out of miscellaneous fund.

Endowment Subcommittee Report – Hank Rauch reported:

- Endowment distribution draft was reviewed and supported by Trustees.
- Recommendation is to increase annual subsidy from endowment from \$46,933 to 4.5% to \$61,016. Discussion,
  - o Bruce suggested that we include some sort of permanent record in a quarterly update to the Town.

- Edit suggested to note that these distributions are from the Dowse and Saltonstall operating funds
- It was noted that there is risk achieving this objective if investment of funds is limited in any way.
- Follow up to earlier discussion re: forming a foundation which might be necessary if Trustees are limited in how they can invest endowment funds.
  - That would likely require a Vote at Town meeting to transfer the money to new Foundation.
  - Mutual goal would be to continue to coordinate with Friends/Fundraising
  - There was agreement to form a subcommittee to explore timeline, costs, governance structure. Hank Rauch agreed to report back on this at future meeting as part of Endowment Subcommittee report.
- Jim reminded us that we need to let the town know what our contribution is to the Fiscal Year Budget. A motion was made to to approve \$61,016 to offset operating costs for the Library operating budget for FY20. Motion was seconded, approved unanimously.

#### House Subcommittee & Library Building Committee Report – Chris Kenney reported

- September was the new completion date per an updated schedule according to DTI.
- Continued challenges with several issues:
  - Roof and dry-in protocol
  - Heat and humidity controls
  - Roofing, flashing, details issues appear non-conforming
  - Fire protection and line from library – non-conforming and not tested per specs
  - Duct bank work closed in before testing
  - Roof tiles not installed on plane
- BAA to send formal non-conformance notification to FSBC.
- DTI reported that the drywall subcontractor – and another site superintendent have left the project
- Payment requisition #24 - \$121,780.23 approved by LBC. This amount was reduced by \$100K due to work not accepted.
- An updated budget from DTI was shared with LBC including estimated costs through July 2019.
- LBC asked DTI for breakdown of monthly carrying costs (storage, OPM, CA from BAA
- Chris reviewed the project budget and estimated cost overage.
- Bruce asked question about how we can be more aggressive with Legal Counsel.
- Jeff asked why we were not pursuing Liquidated Damages (LD) due to non-performance, Jennifer asked what the harm would be to pursue LDs now?
- Consensus that we may need a different mix of paid professionals to get the project done. Suggestion for a turnaround specialist is needed someone who could more effectively manage legal, OPM, OAC meetings, etc.

Continued discussion around our responsibility to ensure project gets completed with the expected level of quality and workmanship and per contract. Based on latest schedule and latest project problems presented, a motion was made to instruct Town Counsel to work towards termination for both FSBC and DTI. Motion was seconded and approved unanimously.

No further business – motion to adjourn, approved at 9:10pm.