

FRIENDS of TUCKER FREE LIBRARY

BOARD MEETING, MINUTES

Regular meeting; Sunday, September 29, 2019; 1:00pm

ATTENDANCE:

- PRESENT:
 - Board members: Sylvia Lennox; Ellen Chase-Lucard; Rob Reno; Mary Corsetti; Naomi Praul
 - Others: Lynn Piotrowicz (staff); Anne Crotti (trustees); Kathy Patenaude (guest)

REPORTS:

- SECERATARY'S REPORT:
 - Previous minutes reviewed; no exceptions taken
- TREASURER'S REPORT:
 - Ellen reported cash balance of \$269.12
 - Brief discussion of donation protocol, payment procedures; ongoing process
- 'LIBRARY REPORT':
 - 'Music on Main Street' event; discussed (response was positive)
 - (SMP project graphics will be on display in library)
 - Trustees: next meeting 6pm, October; closed meeting with SMP and Milestone (Sylvia may attend for FTFL)

OLD BUSINESS (further discussion):

- BUILDING DESIGN PROCESS/DISCUSSION (Lynn); schematic design development ongoing for presentation annual meeting October 27; geotech borings are done, survey work by Eckman is in the works; Milestone and SMP will meet with TFL Trustees in closed meeting on October 8.
- SOCIAL w/TRUSTEE; End of summer social occasion with FTFL Board and TFL Trustees discussed; everyone thanked Ann for her hospitality and a good time!
- LANDSCAPE PROJECT; status query on this project; Lynn reported it is 'on hold' for the time being
- ANNUAL MEETING; discussion, ongoing, of agenda and dynamics relating to annual meeting, scheduled for October 27, 2:00pm @ TFL; primary agenda items:
 - Narrative intro, orientation; FTFL, background and purposes
 - Membership discussion (including 'deputizing' provisional members)
 - Nominations and election of officers
 - Acceptance of Amendments to Bylaws
 - Report by SMP on building project; design development and status (the 'main event')
- MEMO of UNDERSTANDING/DISCUSSION; Draft MOU discussed further, addressing division of labor and communication dynamics in general; noted and discussed that the MOU can reflect an evolving process of a provisional document subject to amendment to reflect developing circumstance;
 - ACTION: agreed that board members will review and submit editing suggestions to Rob by email for further discussion at next board meeting

- DONOR POLICY AND PROCEDURE; review of boilerplate draft materials submitted by Lynn; general ideas and policies discussed, including specific ideas on outreach and documentation; ongoing discussion next meeting [NOTE: this will be an FTFL document]
- GIFT ACCEPTANCE POLICY; review of boilerplate draft materials submitted by Lynn; general ideas and policies discussed; division of labor and authorization between FTFL and TFL (trustees) was discussed and will require coordination; ongoing discussion next meeting [NOTE: this will be a FTFL document, but requiring coordination with TFL, trustees with respect to acceptance policy]

OTHER BUSINESS:

- GRANTS: Lynn reported that two grants are in the works: these and other advance donations will be foundational for fundraising efforts:
 - NHLA grant received for historic planning
 - NH Moose Plate grant for refurbishing upper entry historic windows

NEXT MEETING DATE(S):

- Next Board Meeting: Sunday, October 20, 1:00pm @ TFL
- Annual meeting (see above); confirmed for October 27, 2:00pm @ TFL

ADJOURNMENT: Meeting adjourned, 1:55pm for 2pm program: 'TFL Building Transformations' (Lynn)

SUBMITTED BY / DATE: Rob Reno, 10/3/2019