

# ***FRIENDS of TUCKER FREE LIBRARY***

## **BOARD MEETING, MINUTES**

Regular meeting; Sunday, June 02, 2019; 1:00pm

### ATTENDANCE:

- PRESENT:
  - Board members: Sylvia Lennox; Ellen Chase-Lucard; Rob Reno; Mary Corsetti; Naomi Praul
  - Others: Lynn Piotrowicz; Anne Crotti;

### REPORTS:

- SECERATARIES REPORT:
  - (Previous minutes; no exception taken);
- TREASURERS REPORT:
  - Ellen reviewed Form 1023-EZ 501C3 Application for content including board members info  
ACTION: board approved for submission by Ellen with \$275 fee

### NEW BUSINESS:

- DISCUSSION (Lynn); Building design process: 9 RFQ's submitted by provisional 'preconstruction CM' candidates reviewed by Trustees with Anthony Mento from SMP Architects; 3 were selected for RFP and private interviews on or around June 25: more info forthcoming...
- DISCUSSION (Lynn); Capital campaign; spoke with Mindy Atwood from Sunapee Abbott Library about fund raising; will meet with TFL Trustees, 6pm, Monday, June 10; more info forthcoming. General discussion on fund raising process dynamics followed.
- SOCIAL w/TRUSTEES; End of summer social occasion with FTFL Board and TFL Trustees discussed; date set tentatively for Sunday, September 15 @ 2pm; details forthcoming including 'sweet & savory' fare, particulars...
- DISCUSSION of ROLES (Ann); Emergent role-relationship between FTFL Board, TFL Trustees and Director discussed; Ann distributed worksheet from NHLTA source on 'working together' by task category; general discussion followed;  
ACTION; members will review worksheet for review and discussion at next meeting
- ANNUAL MEETING; provisional discussion of timing and agenda;
  - Probable dates discussed, October 20 or 27 (Lynn will pursue with SMP);
  - Agenda of content = (1) membership information and promotion; (2) acceptance\* of new/revised Bylaws; (3) election\* of 2020 Board of Directors (\*to be further discussed at next regular Board meeting); (4) possible info about Building Committee; (5) presentation of building design progress by SMP Architects; (6) possibility of concurrent children's program will be pursued.

### OLD BUSINESS (further discussion):

- INSURANCE (Lynn): Lynn spoke with Linda Quinn, non-profit agent from Davis & Towle about insurance; basic 'D&O' [Director & Officers'] policy available for estimated annual premium of \$500; additional 'general liability' endorsement for another estimated \$500; discussion of procuring just the D&O coverage, but no decision...

- BYLAWS REVIEW;
  - DISCUSSION: Lynn reported on inconclusive inquiries of attorneys about pro bono bylaws and 501c3 process review, followed by general discussion; other attorneys mentioned as possibilities;
    - ACTION: Rob will make further inquiry and follow up....
  - DISCUSSION: Review of most recent [4/7/19] draft of Bylaws, including Rob's questions submitted by email dated 6/2/19; discussion of further edits;
    - ACTION: Rob will make and distribute provisional edits (**further changes in red**) as discussed for review and further edit(s) at next meeting.

OTHER BUSINESS:

- WEB SITE (Lynn); within the near future a 'FTFL' page/link on the TFL website will be operational, including copies of Board Minutes and other info.
- HOPKINTON LIBRARY; Reopening of Hopkinton Library is imminent, officially scheduled June 9 official opening ceremony.

NEXT MEETING DATE(S):

- Next regular Board meeting: Sunday, August 11, 1:00pm @ TFL
- Social occasion with TFL Trustees; tentatively for Sunday, September 15 @ 2pm; more info to follow...
- Annual meeting (see above); tentatively for October 20 or October 27; more info forthcoming....

ADJOURNMENT: Meeting adjourned, 2:30pm

SUBMITTED BY / DATE: Rob Reno, 6/3/2019