

**Keene Library Annex Advisory Committee Meeting
October 12, 2016**

Present: Sally Miller, chair; Nancy Vincent; Jennifer Bone; Scott Martin; Kathleen Packard; Jane Pitts; Judy Putnam; Sean Wiley, admin support. Guest: Patty Farmer from the capital campaign.

Minutes from June & September: moved and seconded to approve both June and September minutes. Passed unanimously.

Phase 4 & 5 Contract Status

If all are agreed to the latest revisions, the architect's phase 4 & 5 contract could be ready to be signed tomorrow, October 13.

Construction Management Firm

There has not been a recent meeting, and so there is nothing new to report. The architect's contract, that of the construction management firm, and the development agreement, are all, to some degree, interdependent.

Development Agreement

Tom Mullins is working on a draft now, laying out the ways the project will be accomplished with agreement between The Trustees, Friends, City, and MEDC.

Fundraising

The public phase of the campaign is about to begin. The quiet phase has brought us just past the 2/3 mark. Tomorrow's donor appreciation event will see the unveiling of George Scott's and Connor Bell's model and the announcement of the amount raised so far, physically represented by the tower of books in the acrylic case, the design and construction of which Patty Farmer has overseen.

A presentation at the Kiwanis Club was received with excitement, and showed an audience already fairly knowledgeable about the project.

Public Campaign

The campaign committee has developed a timeline and guidelines for implementing the campaign. Advertising and press releases to get the word out; the website has been refreshed; the Toadstool will donate 10% of proceeds during the week of Oct 17-23. October 22 is the public launch, with the banner going up on the building and the tower displayed in the lobby.

State Historic Registry

We are in ongoing discussions with the State Department of Historic Resources. Combining the two buildings raises issues. Though the Annex will almost certainly qualify for the registry, the renovations done to the original Library building may have altered too many of the original features to qualify for listing.

If we do get listed with the State, later alterations might cause the building to be de-listed, but would have no further consequences. If we obtain Federal historic status, later getting de-listed due to alterations could have the effect of restricting federal funding opportunities.

Building Use Communications

The Edge Ensemble has written to explore an agreement defining their usage and tenancy in the Annex. They would like a partnership or collaboration that assures them of space and time. They will be told that we are at this time unable to make commitments of any kind regarding the space not to be occupied by Cheshire TV.

Alec Doyle of The Colonial Theatre has also expressed interest in the new space, but was told the same thing.

We are willing to entertain ideas, but are unable to agree to dedicated space for outside entities. Public access to Library space has to be our first priority.

KLAAC Meetings

We will need to meet more frequently in November and December, perhaps twice each month. During that time we should receive news of conferral of tax credits, and therefore be relatively certain of the project's going ahead.

MOTION to adjourn was duly made and seconded and passed unanimously.

Respectfully submitted,
Sean Wiley