

**WATERBORO LIBRARY**  
**BUILDING COMMITTEE MINUTES**  
**MAY 16, 2005**

Attending: Ruth Blake, Wendy Carter, Tom Cyr, Rit Pinette, Jack Seery

Not Attending: Steve Chamberlain, Sue Hatch, Janice Martin,

Chairman, Tom Cyr, opened the meeting at 6:05 P.M.. The minutes from the last meeting were accepted as written by unanimous vote.

A letter from Steve Chamberlain was read announcing his wish to resign from this committee citing increased work load. This resignation was accepted with regrets and the letter will be forwarded to the Selectmen. An article will be placed in the Reporter and the Smart Shopper indicating a vacancy in this board. Jack made a motion and seconded by Ruth to allow Tom to place this advertisement. Final vote 5-0-0. Tom will compile the work that Steve has done.

A discussion was held centering around various architects and firms and our concerns. Several other firms may be contacted to see if they would be interested in considering our building project. When all proposals are in our task of narrowing the final candidates to a manageable number will begin. We established our parameters for these decisions. The results are as follows:

1. The successful firm will be Maine based
2. Preference will go to those companies with library construction experience
3. The selected firm will have experience with construction for municipalities/public with a minimum space of 8,000 square feet.
4. Experienced with design of spaces for multiple age groups
5. The company will be experienced with working with committees

Wendy made a motion to accept the above parameters. Ruth seconded the motion. Final vote: 5-0-0

It was decided that the respondents will be narrowed to a 'short list' of three. This was moved by Rit and seconded by Jack. Final vote of 5-0-0. Discussion followed regarding the next step in the process but no decisions were made.

Rit reported on the Site Selection sub-committee. No purchase of land can be made until July.

Jack reported on the progress of the Fund raising sub-committee. Libby and Jack are looking into Fund Raising organizations. Libraries have been contacted regarding their experiences with these kinds of organizations. It was reiterated that all fund raising activities must go through the Friends.

The next meeting will be held on Monday, June 20 at 6:00 p.m. at the Library

Meeting adjourned at 7:45 p.m.

Sincerely,  
Wendy Carter, Secretary