

**BOARD OF TRUSTEES (BOT)**  
**SANDWICH PUBLIC LIBRARY (SPL)**  
**MINUTES FOR JUNE 27, 2017**

TOWN CLERK  
TOWN OF SANDWICH  
AUG 30 2017  
2 H 30 M P M  
RECEIVED & RECORDED  
X

**Present:** Chairperson Jennifer Tickell, Vice Chairperson Christine Brown, Jeanie Vander Pyl, Mark Wiklund, Ted Scribner, William Fleming, Jeanne Maclaren and Joe Roche

**Absent:** Library Director Joanne Lamothe

The meeting was called to order at 7:03 p.m.

**Chairperson's Report**

- Space Reallocation Study –
  - Two funding tracks –
    1. Funding the Design and Development phase.
    2. Funding the Capital Campaign to reallocate the space within the interior footprint of the library using the Design and Development plans.
  - Short term – determining the financial feasibility of pursuing fundraising to cover the cost of the Design and Development phase.
  - Long term – determining the financial feasibility of pursuing fundraising to cover the cost of the Capital Campaign.
  - Communication/Marketing – MWiklund and TScribner
    - Scope content – who, what, where and when
    - Presentation
    - Meet and Greet
    - Brainstorming session
  - Financial feasibility – BFleming
    - Potential sources
    - Estimated costs/phases
    - Town participation
    - Donor base

**Board Vacancy**

- Press release to the Sandwich Broadside and the Sandwich Enterprise.

- Press Release – “The Sandwich Public Library Board of Trustees is seeking to fill a position on the Board. Are you an outgoing, high energy person with community ties? We’re seeking someone to help promote growth at the library and assist with fundraising and fundraising event planning. A person with these skills will play an important role on the Board. If you are interested in serving on the Sandwich Public Library Board of Trustees, please contact Jennifer Tickell, Board Chair, for further information at [jtickell@comcast.net](mailto:jtickell@comcast.net) or at 508 681-0217.”
- **Motion approved – MWiklund made a motion for JTickell to issue a press release announcing the availability of an open Board of Trustee position, CBrown seconded and all were in favor.**

Meeting was adjourned at 8:34 p.m.

Respectfully submitted,



Melinda Aguiar