

**Ashland Town Library**  
**Minutes of Library Trustees Meeting**  
**May 27, 2014**

**Trustees Present:** Alice Staples, David Ruell, Mardean Badger

**Others Present:** Sara Weinberg, Library Director

**Guests Present:** Jill White (MVSBS, Regional Vice President), Gracie Cilley (MVSBS, Vice President, Commercial Loan Officer)

The meeting was called to order at 2:00 pm by Chair Alice Staples.

**Director's Update**

Sara has scheduled a fund-raising concert with Art Harriman for July 17. It will be an evening performance on the library lawn. Additional details are being worked out regarding alternate site for inclement weather, food, advertising, etc.

Sara has set up a PayPal account to enable people to conveniently make donations to the library. It is on the front page of the website and can be linked to a bank account when we set it up. A brief paragraph explaining our fund-raising goals can be added to the webpage.

Other items mentioned included creating a poster to advertise the July 17 concert; using the concert as a kickoff to a capital fund-raising campaign; creating an identifiable image (logo, slogan) to focus our capital campaign.

**New Business**

The trustees met with Jill White and Gracie Cilley, both of Meredith Village Savings Bank, to discuss various issues and ideas surrounding fund-raising for a new and/or expanded library facility.

We described our previous discussions with TCCAP regarding the 41 School Street building, the results of the bond issue vote in March, continuing contact with TCCAP, and other alternatives for a library facility.

Various issues around fundraising were discussed:

*Loans/Guarantees from private citizens* – Ms. White and Ms. Cilley summarized the conversation they had with Patty Sue Salvadore regarding this. It was determined that this would not be a practical alternative.

*Friends of the Library* – They are applying for 501(c)3 status. The process is complex, and Ms. White suggested contacting Cindy Dussault (Plymouth) for assistance. She has assisted other small groups with that process.

*Community Development Finance Authority (CDFA) Tax Credit Program* – This also is a competitive and complex process, but Ms. Cilley described it as a viable option. She said tax credits are available from any business that pays business profits tax or enterprise tax. Businesses may not be able to commit tax credits for next year yet, as they will not know their business financial status yet. After an application is approved, the applicant will be told how many tax credits are available for the project. We will check on next year's dates for training and application.

*Community Development Block Grant (CDBG)* – This option is also available and is competitive, depending on the purpose of the proposal. It requires support either from the town or the county.

*Rural Development Community Facilities Program* – This includes both grants and loans, usually in smaller amounts. This would be more applicable to furnishings. Sara has been in contact with them and will continue to keep updated on dates and process.

*Bank Accounts* – Ms. White recommended either a statement savings account or a checking account, as those would accept electronic fund transfers (such as from a PayPal account). Information that is needed includes title of the account, tax ID number, who has authority to handle the account, and who the reports would go to. She can assist us with setting that up.

*Other Contacts* – Martha Richards (Grafton County Commissioner) and Mark Scarano (Grafton County Development Council) were recommended as additional contacts to help with funding process.

We thanked Jill White and Gracie Cilley for their advice and assistance.

**A motion was made (David Ruell) and seconded (Alice Staples) to establish a statement savings account at Meredith Village Savings Bank for the purpose to raise funds for a library facility, the account to be called “Library Building Fund,” and Alice Staples and David Ruell to be signers on the account. The vote was unanimous in the affirmative -- 3 Yes (Staples, Ruell, Badger) and 0 No.**

We briefly discussed our upcoming meeting with Chip Brown (Norton Asset Management) and Michael Coughlin (CEO, Tri-County CAP) regarding the Historic School at 41 School Street.

[Note: An email was received immediately after the Trustees meeting confirming the date of June 2, 10 am, at 41 School Street.]

The meeting was adjourned at 3:30 pm.

*Minutes submitted by Mardean Badger*