

# Trustees of North Hampton Public Library

237 A Atlantic Avenue,  
North Hampton, NH 03862  
[www.nhplib.org](http://www.nhplib.org)

Minutes of Monday- May 6, 2013 @ 6:30 PM

1. Call to Order: Kelly Parrott, John Kollmorgan, Susan Leonardi, Director Susan Grant, Youth Services Librarian/Assistant Director Lorreen Keating, and Opus Advisor Jamie Forbes were present.
2. Approval of Previous Minutes: Minutes were approved from April 29, 2013.
3. Capital Campaign - Opus Advisors, LLC: Jamie Forbes
  - Review RSVP Status for Interviews – Discussed which individuals still need to be interviewed and scheduled this week.
  - Review RSVP Status for Campaign Strategy Session – The goal is to have 30 people Thursday evening. Kelly Parrott has created a reminder email to be sent out to all attendees.
  - Revisit Timeline – The Prospect Review Timeline has changed slightly.
  - Campaign Strategy Session Planning – Review Proposed Agenda for May 9<sup>th</sup> (90 minute session). Susan Grant will begin with Introductions. Kelly Parrott will present a brief history and timeline of the library. Jamie Forbes will discuss how capital campaigns work, gather feedback on the draft Case for Support and collect information on how to maximize town inclusion and buy-in.
  - Meeting with the Board of Selectman on May 20<sup>th</sup> - The Library Board of Trustees will attend the meeting and update the Selectman on our progress to date. We will discuss this further at our next meeting.
4. Architectural Proposal Review Process/ Updates: The Building Committee heard presentations from Johnson Roberts Associates Inc. & Lavalley/Brensinger on May 1st. Building Committee members are completing their evaluations and Kelly Parrott is collecting the forms for review to determine our architect for the new library building.
5. New Hampshire Library Trustee Association: NHLTA will have their Spring Conference on May 20<sup>th</sup>. Kelly Parrott and Susan Grant will attend.
6. Determine Date/time for next meeting: Campaign Strategy Session Planning will be this Thursday, May 9, 2013 at 7pm. Our next Trustee meeting will be Monday, May 13, 2013 at 6:30pm.
7. ADJOURN MEETING: Meeting was adjourned at 8:01pm.