



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

REPORT TO THE LIBRARY BOARD

TO: Library Board Members
FROM: Scott Bauer, Library Director
MEETING DATE: 08/21/18
SUBJECT: Update on Pacific Grove Library Renewal Project and Capital Campaign
CEQA: Does Not Constitute a “Project” per California Environmental Quality Act (CEQA) Guidelines Section 15378

This report updates activities related to the Library Renewal Project, and is broken down into four areas:

Fundraising:

The Library Renewal Project Capital Campaign has now (8/13/2018) reached 94% of the \$2.5 million goal! The total funds received/pledged as of today: just under \$2,350,000. This leaves \$150,000 to raise before the Campaign ends on September 3. With luck, the Campaign may be able to exceed that goal and be better able to meet the inevitable cost overruns as the project moves into final estimates.

Here is a recap of the latest donations, events, and of the plans for the final three weeks of the Campaign.

- The Campaign has received a \$100,000 pledge from the Russell Service Center family in memory of Jack and Beverly Russell.
- Hank and Julie Armstrong’s \$5,000 “Close the Book on the Capital Campaign” matching challenge began on Friday, August 10, 2018. As soon as the Friends of the Library (FOL) Newsletter is out, FOL will send a matching appeal letter to several FOL members who have not yet donated.
- The July 21 FOL Yard Sale at Judy Archibald’s home raised more than \$3,700 (with more funds possible through future sales of some pieces not sold that day.)
- Campaign appeal letters went out to some 50 potentially significant donors two weeks ago; and three responses have already been returned with a total of \$4,500 received or pledged.
- Barbara Moore has organized a Special Author Event for August 16 at 7:30 p.m. with bestselling author Rebecca Costa. Ms. Costa is waiving her usual speaking fee and allowing FOL to make this a Renewal fundraising event through program sponsors (so

far five sponsors are participating for a total of \$4,000) and admission fees (attendees at the event will be asked for a \$15 donation to the Renewal).

- Members of the Campaign Cabinet, Library leadership, and other volunteers are staffing a table at the PG Farmers Market each Monday in August: books, tote bags, and postcards for sale; information about the Renewal; pledge cards and brochures; a donation jar; and more.
- “Lend a Hand, Lend a Paw” and the Circulation Desk donation jar have brought in nearly \$1,000 and will continue through the month of August
- A “Close the Book on the Library Renewal Capital Campaign” window card will be placed in as many local businesses as possible, reminding the public of the deadline and indicating where/how to donate.

Renewal Project

On August 8, 2018 Library Renewal Project architect Karin Payson presented her Design Development package to Library Director Bauer and Public Works Director Gho. The package includes design elements, architectural layouts and cost estimates for the project and is the next stage toward final Construction Documents and final cost estimates. Directors Bauer and Gho met to review the Design Drawing package on the morning of Tuesday, August 21 and Director Bauer will report on that meeting as part of this update.

In the last week of August Directors Bauer and Gho will meet with Ms. Payson to make any changes to the Design Drawings. Once any changes are made and accepted, Ms. Payson will be authorized to proceed with the Construction Drawings.

Continuity of Library Service

At the Board’s last meeting in June Director Bauer reported that he would contact Mission linen Service about their now vacant building at 801 Sunset across from Pacific Grove High School. Director Bauer emailed Tony Mancuso, Mission's Vice President, Finance & Chief Financial Officer inquiring if the building is available for leasing but so far has not heard back.

RESPECTFULLY SUBMITTED:



Scott Bauer
Library Director