



TOWN OF CONCORD
COMMUNITY PRESERVATION COMMITTEE
 141 KEYES ROAD, CONCORD, MA 01742
 TEL. (978) 318-3290 FAX (978) 318-3291



Application for CPA Funding
Due no later than 4:00pm on Friday, September 21, 2018

Applicant: Concord Free Public Library Corporation

Co-Applicant (if applicable): _____

Project Name: Expansion and Renovation of the Main Library and Heywood-Benjamin House

Project Location/Address: 129 and 151 Main Street in Concord

Purpose: (Select all that apply)

- Open Space Community Housing Historic Preservation Recreation

Project Budget:

Amount of CPA Funds Requested: \$500,000

Amount from Other Funding Sources: \$9,500,000

Total Project Budget: \$10,000,000

(If multi-year project, note current phase only)

Please check which of the following is included with this Application:

- | | |
|---|--|
| <input checked="" type="checkbox"/> One Paragraph Project Summary * | <input checked="" type="checkbox"/> Timeline * |
| <input checked="" type="checkbox"/> Map (if applicable) | <input checked="" type="checkbox"/> Architectural plans, site plans, photographs (if appropriate) |
| <input checked="" type="checkbox"/> Narrative * | <input checked="" type="checkbox"/> Copy of Audit or most recent Financial Information (<u>Non Profit Organizations Only</u>)* |
| <input checked="" type="checkbox"/> Selection Criteria and Needs Assessment | <input checked="" type="checkbox"/> Letters of Support (if any) |
| <input checked="" type="checkbox"/> Detailed Project Budget * | |
| <input checked="" type="checkbox"/> Feasibility Assessment | |
| <input checked="" type="checkbox"/> Statement of Sustainability (if applicable) | |

* Required Documentation

The Contact Person for this Project is: Marcy Bouley Eckel, Director of Development

All Correspondence should be mailed to: 129 Main Street, Concord, MA 01742

The Contact Person can be reached by phone at: (978) 318-3355 or by email at: MEckel@CFLPCorp.org

Signature of Applicant:  TRUSTEE

Signature of Property Owner (if different): _____

For Historic Preservation Projects Only – please check the box below left and acknowledge:

- I/We have read the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties and understand that planning for and execution of this project must meet these standards.

APPLICATION for COMMUNITY PRESERVATION ACT FUNDING

Concord Free Public Library Corporation

Expansion and Renovation of the Main Library and Heywood-Benjamin House

Project Summary

The Library is the cultural core of our community, but we have run out of space to serve the community's needs. In 2013, the Trustees of the Concord Free Public Library Corporation (the "Corporation") acquired the Heywood-Benjamin House at 151 Main Street, the historic residence built circa 1797 and adjacent to the Main Library in Concord Center, with the idea of enlarging the Library to meet growing demand for its services. The \$8.5 million building project will meet these unmet needs by creating a new and expanded Children's Center, Teen Zone, Workshop, and Meeting Spaces as well as enhancing our Special Collections. This will become an even more amazing resource for everyone in our community—from children to seniors. The \$500,000 funding request will be used to preserve the exterior of the Heywood-Benjamin House and ensure that the new interior spaces comply with ADA/accessibility regulations as they relate to bathrooms, corridors, ramps, elevator, and adjacent handicap parking.

Map

The historic facade of the Heywood-Benjamin House will be preserved and the structure will be connected to the Main Library by a single-story addition that has been designed in an architecturally sensitive way to connect two buildings of different ages and styles. The portion that is visible from Main Street will have an abundance of glass, attractive landscaping, and is intended to blend into the background as much as possible. See Exhibit A for designs and renderings.



Narrative

Since 1873, the Concord Free Public Library has proudly served as a warm, inviting place to explore, think, and gather in the heart of Concord. Nearly 150 years later, it serves as the thriving cultural core of our community.

It is important to explain that the Library is supported by a combination of public and private funding. The governance of the Library is provided by the Concord Free Public Library Corporation (“Corporation”), the Library Committee of the Town of Concord, and the Friends of the Concord Free Public Library. The Corporation owns and presides over the three library buildings and the endowed funds that provide for them, and holds and maintains the Special Collections that document the Colonial, Revolutionary, and literary history of Concord. The Town funds the operations of the library including the staff, utilities, and other operating expenses. As the partner responsible for the physical assets of the Library, the Corporation (through its Trustees) is spearheading this project and this application for CPA funding.

The Library’s role is diverse and dynamic. It is a gathering place, a center of discovery and innovation, and an internationally recognized archive of the history of Concord. The Concord Free Public Library is all these things, and more:

- A packed schedule of lectures, readings, tutoring, children's activities, exhibitions, concerts, and other events engages people of all ages. Librarians are ready to assist, whether you are researching the history of your family homestead or creating your own webzine.
- For 1,053 town residents with incomes below the poverty level, the Library's free resources also are a lifeline for finding jobs, applying to college, or other empowerment. As digital platforms and subscriptions stake out their territory, free access to ideas and information remains as necessary as ever.
- The Library is a vital anchor of community and, in today's world, this role has renewed urgency. People of all ages, all interests, and from all walks of life, find common purpose and connection at the Library. It is a bulwark of democracy, discourse, and local initiative for all residents of our town. No other local institution is so aligned with the civic life and values of Concord.

The Library is thriving, but challenges are on the horizon.

- Our ability to meet patrons’ needs is already constrained at the Main Library facility. Our vision—a library with the resources and services to engage and support future generations—will be unachievable without addressing the deficits of this building.
- We desperately need more space for collaboration, interaction, and programming. As the isolation in a virtually networked world becomes apparent, our patrons look to connect around ideas and collaborate on community initiatives. With two small meeting rooms, limited programming space, and no setting for casual conversation, we cannot accommodate even the current needs. Community requests for meeting space are relegated to after-hours, or go unmet.
- Families are seeking a safe, creative environment that facilitates interactive activity, as well as quiet reading time, to support the development of young minds. Teens want to study together, or just stretch their curiosity in a friendly space responsive to their interests.
- Surprising some (but not us!), Library usage, circulation and program attendance have increased steadily over the past 20 years despite the advent of the internet as a primary place to find information.

- More space is required for special collections, as significant documents and artifacts of Concord history, life, landscape, and culture are acquired continually. One of the most comprehensive community archives nationwide, the collections are a gold mine for contemporary scholarship in social history and other fields, but scholars and staff need improved working space to leverage this exceptional resource.

In 2013, the Trustees of the Corporation had the opportunity and foresight to purchase the Heywood-Benjamin House and its 0.67-acre property adjacent to the Main Library. With this singular asset in place, the Library is prepared to launch an initiative that will benefit the community for decades to come. Trustees, staff, experts, constituents, and town officials have worked together to plan and develop an architectural design for the expansion and renovation of the Main Library building, which will link to and incorporate the adjacent property. While beloved historic rooms and alcoves for reading and quiet reflection will be carefully preserved, this project will create new memorable spaces and opportunities.

Key elements of the proposed project will create exciting opportunities for all our patrons:

- **The Children's Library** will be a kid-focused space providing both hands-on learning opportunities as well as quiet time. The new area, comprising the largest portion of the first floor of the Heywood-Benjamin House, will be 1.5x larger than the current space.
- **The Commons** will be located in the connector between the Main Library and the Heywood-Benjamin House and will provide much-needed social space that is open, naturally-lit, and ideal for conversation and refreshments.
- **The Teen Space** will be age appropriate, comfortable, and inclusive and will create a welcoming environment for both study and casual conversation. And with approximately 200 square feet of additional space, we will be able to accommodate more teens more comfortably.
- **The Forum** will be large, flexible meeting space to accommodate up to 140 seats. This new area, located in what is currently the children's area, can be partitioned for lectures, classes, meetings, or collaborative workspace. It is integral to our goal of expanding program capacity.
- **Special Collections**, located in the lower level of the Main Library, will be enhanced and upgraded for the Library's world class archives, artifacts, and artwork and also provide areas for research and staff exhibition space.
- **The Workshop**, located on the first floor of the Heywood-Benjamin House, is entirely new: a flexible, DIY space where people can gather to create, invent, learn, and collaborate. We are developing a variety of programming that will cater to the interests of patrons of all ages.

Carefully considered technological enhancements will support patrons' experiences both on-site and online. Options we are considering include interactive introductions to exhibitions and collections; laptops or mobile devices for use throughout the library, replacing stationary computers; and podcasts that share the insights and expertise of our guest speakers and staff.

Renovations will also improve other Library services and operations: for example, books that are currently inaccessible on the balcony will be relocated, an alcove across from the checkout desk will showcase new materials, and energy efficient HVAC systems in the expansion will contribute to a sustainable structure.

It is our hope that CPA funding will allow us to preserve the historic Heywood-Benjamin House and make this exciting, renovated facility fully compliant with ADA and accessibility standards.

Selection Criteria

A. *The project's eligibility for CPA funding under the CPA legislation.*

The project is eligible for CPA funding under the Preservation and Rehabilitation/Restoration definitions of the Historic Resources category.

B. *The project's consistency with Town-wide planning efforts and reports.*

The Town's most recent long-range plan, *Envision Concord: Bridge to 2030*, describes the Library as a "venerable town institution" and there are multiple references to the importance of supporting the Library and its mission.

In two different sections—"Historical + Cultural" and "Economic Vitality"—the report recommends the Town "coordinate and utilize the resources available through the Library" to help promote education among residents. Specifically:

Section 4.1: Historic + Cultural Resources	Response
Big Idea #1 / Goal #1: Foster better collaboration between cultural organizations, historic groups, and local businesses to run coordinated programs and events that will bring residents together and visitors into town to experience Concord's rich history and cultural resources offerings.	This expansion will allow the Library to expand upon existing partnerships with an array of local organizations and businesses that serve a variety of audiences including the Council on Aging, CCHS, Concord Public Schools, Concord Academy, Recreation Department, Minute Man Arc, Concord Bookshop, and many others. Today, many of the organizations that bring people together in our community and serve our most vulnerable populations are competing for inadequate space.
Big Idea #1 / Goal #2: Promote education and awareness among residents, Town officials, the business community, and visitors regarding the existence, variety, and value of Concord's historic and cultural resources.	The Library's Special Collections are used by local, national, and international scholars. This project will improve public access to the Special Collections while providing enhanced security for the materials in the collection.
Big Idea #1 / Goal #3: Undertake additional survey and study work to identify historic resources that are currently unknown, not adequately documented, or not fully understood.	The Special Collections will be integral to this effort.
Section 4.2: Economic Vitality	Response
Big Idea #1 / Goal #1 / Action #5: Encourage and support more festivals and events to draw more visitors and surrounding area residents to the village centers, with an emphasis on events held during off-peak tourist times.	The Library holds numerous events each month that are free to the public, attracting residents and visitors to Concord center. This expansion will allow us to do even more of that.
Big Idea #1 / Goal #1 / Action #6: Through public-private collaboration, provide information and services to improve the visitor experience and connect visitors to the varied experiences and businesses in Concord.	The Library was the Town's first public-private partnership and this project will provide both flexible and dedicated spaces to expand collaboration with local organizations.

Big Idea #1 / Goal #3 / Action #2: In collaboration with others, host networking events for self-employed residents and entrepreneurs.	By adding a social gathering space, event space, and the Workshop, a center for innovation and creation, we are developing a program that will connect Concord's extensive network of entrepreneurs, investors, and executives with the next generation of innovators.
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C. *The project's support by relevant Town boards and committees and community groups...*

We have requested and expect to receive Letters of Support from a variety of local groups; these will be forwarded directly to the Committee.

D. *The extent to which the project preserves, protects or enhances ... historic and/or housing assets.*

The Heywood-Benjamin House is an historic residence built circa 1797 that is located in the Main Street Historic District. The Main Street exterior will be preserved and the clapboard siding restored to what we believe its color was in 1873, the year the Library was built. The interior will be enhanced to allow the building to function as a public library, including accessibility improvements to comply with federal, state, and local building and accessibility codes.

E. *The extent to which the project serves multiple or underserved populations and is open to the public.*

Job seekers, people who live in isolation, refugees, prison program, adults and children with special needs, and domestic abuse victims are just a few of the populations the library supports. The Library is one of the few institutions in Concord whose programming is entirely free to the public. A few notable statistics:

- Over 328,000 people visit our two branches each year – approximately 900 every day
- 14,198 youth/young adults and children attended 328 different programs in 2017
- 7,045 adults attended 205 different programs in 2017
- 385,038 books were borrowed last year
- 70% of Concordians have a Library card

We are a vital resource to multiple populations, offering a range of resources to users of all ages, abilities, and circumstances. Our children's area offers story times and puppet shows for the youngest pre-readers, crafts for elementary students, an extensive young adult collection and hangout space for teens, and weekend and late-night hours for high school students studying for exams. At the other end of the age spectrum, we offer large print books and a variety of programs catering to the interests of seniors. Campers from Concord Recreation's Day Camp visit us every day during the summer, clients of Minute Man Arc are weekly patrons, and middle schoolers pour off the bus and into the Library on early release Tuesdays. In short, the Library offers something for everyone!

F. *Whether or not the project fulfills more than one purpose of the legislation.*

The project addresses the Historic Resources category of the legislation.

G. *Administrative and financial management capabilities of the applicant.*

Throughout its 145-year history, the Corporation has practiced prudent administrative management, maintained a strong financial condition, and has a long track record of operating independently based almost entirely on private, community-based support. The Corporation's most recent financial

statements are attached as Exhibit C.

H. *The extent to which the applicant has successfully implemented projects of a similar type and scale or otherwise demonstrated the ability and competency to implement such a project.*

There were at least five significant renovation/expansion projects completed between 1873 and 1990, and the Corporation has undertaken two notable building projects in the current century:

- 2003-05: \$9.3 million renovation of the Sudbury Road entrance, systems, and infrastructure. The project created the current periodical room, replaced ancient utility systems throughout the building with modern heating and air conditioning, installed new electrical and fire suppression systems, an elevator for access to the second and third floors, expansion and renovation of the Special Collections area, dedicated space for middle schoolers and teens, and an expanded circulation desk. Note that this project was designed by J. Stewart Roberts & Associates, the same architectural firm that is designing the current project.
- 2011: \$3.2 million renovation and expansion of the Fowler branch.

Corporation Trustees Jeff Adams and John Boynton have both played a leadership role in multiple CPA-funded building projects, and many of the Corporation's other long-tenured Trustees were involved in one or both of the previous projects at the Library.

I. *Whether the applicant has site control or written consent by the owner to submit an application.*

The Corporation is the owner of the property.

J. *Demonstrated financial need.*

N/A

K. *Whether there will be multiple sources of funding for the project.*

We are requesting CPA funding of \$500,000 against a total project budget of \$10,000,000.

The project is estimated to have a total cost of \$10 million consisting of \$8.5 million for design, engineering, construction, and furnishings plus \$1.5 million for endowment to provide funding for the long-term maintenance of the addition. The Corporation is in the quiet phase of a \$10 million capital campaign of which the at least 85% will be raised from private donors and foundations with the balance to be funded from public sources including CPA funds and contributions from the Town's capital budget.

L. *The feasibility of the project plan and whether or not the most reasonable approach for implementing the project has been selected.*

The Library's most recent strategic plan, completed in 2011, recognized the need for additional space and planning for this project began in 2013 when the Corporation acquired the Heywood-Benjamin House. Extensive community conversations and public meetings seeking input on priorities and potential uses for the Heywood-Benjamin House began in 2014. Architects were first engaged in 2015 and preliminary cost analysis estimates by C.E. Floyd and other advisors were developed beginning in 2016, together with a capital raising feasibility study. In 2017, after much study of the needs and priorities, review of several building configuration options and estimated costs of each, and strong results of the potential for raising the needed funding, the Corporation's Trustees voted to proceed on the plans described in the present application.

Since starting the fundraising effort over the past year, the Corporation has raised \$4.4 million from approximately 60 Concord families as of 9/18/18 and is on track to raise another \$4.6 million in the next twelve months (prior to commencing construction in Q4 2019). The capital campaign expects to raise the private funding element from approximately 250 generous Concord families who cherish the library and enthusiastically support the current renovation and expansion plans.

M. The urgency, schedule flexibility, and impact of any delay in initiating the project.

We are committed to the project schedule because we are already short on space, making it impossible to satisfy community demand. In addition, we anticipate building costs will continue to escalate over time and we are anxious to introduce new facilities and programming to satisfy the needs that we cannot accommodate today.

N. The provision for maintenance of the project.

The long-standing operating agreement between the Town and the Corporation that governs all facets of the relationship provides that daily routine cleaning and other custodial services for library premises are supported under the Town's budget, while all repairs, renovations and other maintenance needs are supported by the Corporation. This agreement will apply to the Heywood-Benjamin House, the Commons (connector), and all present library space that will be newly built or renovated under the project. Funding for the Corporation's responsibilities will be supported by income from the new endowment funds raised by the Corporation in the capital campaign (\$1.5 million of the \$10 million total) as noted above.

O. The inclusion of an appropriate permanent deed, preservation, or conservation restriction.

N/A

P. The CPC will generally not recommend that Town Meeting appropriate CPA funds for expenses incurred by a project prior to the CPC receiving an application for the project...

Understood.

Q. The project incorporates design features that reduce the impact on the environment including but not limited to reduced energy consumption, enhanced energy and water conservation and the use of recyclable materials.

The project is incorporating sustainable designs and systems wherever possible, including the following:

- LED light fixtures throughout the new space
- An energy efficient variable refrigerant flow (VRS) system for heating and cooling
- Daylight electrical controls
- Occupancy sensors
- Renewable resource framing including heavy timber

R. The project addresses the four sustainability principles adopted by the Select Board on July 25, 2011.

The project is responsive to the relevant sustainability principles, including:

- Principle 1: The adaptive reuse of the Heywood-Benjamin House; deployment of energy efficient systems, high R factor windows, and variable lighting systems; and use of heavy timber framing reduces dependence upon fossil fuels and underground metals.

- Principle 2: The Library will continue to use organic fertilizers and will prioritize the use of renewable materials for interior finishes wherever possible.
- Principle 3: The Children's Garden will restore some of the nature that has been lost over the course of many decades and, given that the two lots underlying the two buildings are fully developed, there will be no further encroachment on nature.
- Principle 4: Given that we provide a robust set of services to all patrons for free, it is safe to say that we are meeting human needs fairly and efficiently.

S. *The use of qualified vendors who are located in Concord is encouraged when applicable.*

We will include a statement in the bid package that qualified Concord-based vendors should be hired whenever it makes sense to do so based on their proposals.

T. *There are some special situations, such as the imminent placing of land on the market – or an indication of an intention to do so – that the CPC will consider outside the normal schedule...*

N/A

Budget

The Corporation engaged C.E. Floyd, a leading provider of preconstruction and construction management services who has been involved in numerous building projects around Concord, to provide cost estimates for budgeting purposes. Although the latest estimates for project costs that would qualify for CPA reimbursement (historic preservation and adaptation for accessibility) exceed \$772,000, note that our application is for \$500,000.

Please refer to Exhibit B for an abbreviated budget (formatted for this application). We are happy to provide additional detail if desired.

Feasibility

This project is firmly on track for a Q4 2019 commencement of construction. Though Permitting and Fundraising could impact our timeline, we feel confident that we are on track on both fronts.

Permitting. Since acquiring the Heywood-Benjamin House in 2013, the Trustees have met regularly with the Town Manager and heads of various departments to seek guidance and feedback on evolving plans.

- Engineering studies have been completed and there are no obstacles to building the design.
- The building team met informally with the Historic Districts Commission (HDC) in January 2018 and the HDC embraced the design.
- The building team met in a "round table" with all the departments in Town that will have regulatory oversight; feedback has been incorporated into the plans.
- We expect to have both Site Plan Approval (Planning Board), a Certificate of Appropriateness (HDC), and any other necessary approvals in hand prior to the 2019 Town Meeting at which the CPC funding articles will be moved.

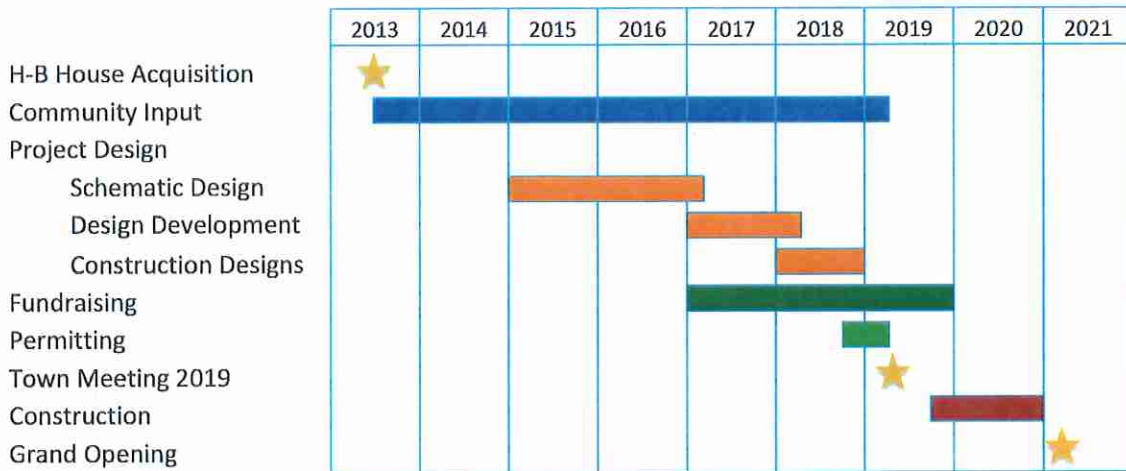
Fundraising. As of this writing, we have raised \$4.4 million against our \$10 million goal, and we are confident we will have raised another \$4.6 million (bringing us to 90% of our goal) before we break ground in Q4 2019.

Statement of Sustainability

As stated in Paragraphs Q and R of the Selection Criteria section above, the project is infused with sustainability and is responsive to the Town’s sustainability principles.

Timeline

This application is the culmination of more than five years of community input, design, and fundraising.



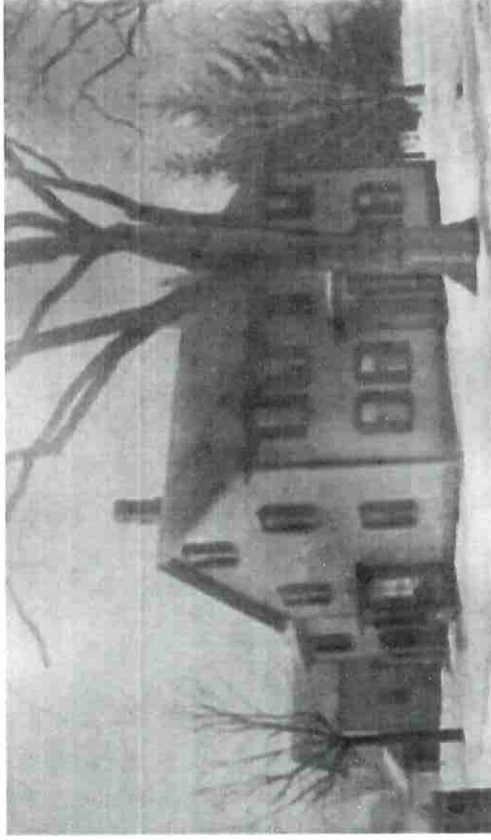
Architectural Plans

We have included a set of building designs as well as a selection of interior and exterior renderings in Exhibit A.

Letters of Support

We expect letters of support to be sent directly to the Chair of the Community Preservation Committee.

Exhibit A-1 | Heywood-Benjamin House circa 1890 and circa 2021



HEYWOOD-BENJAMIN HOUSE, photo c. 1890s

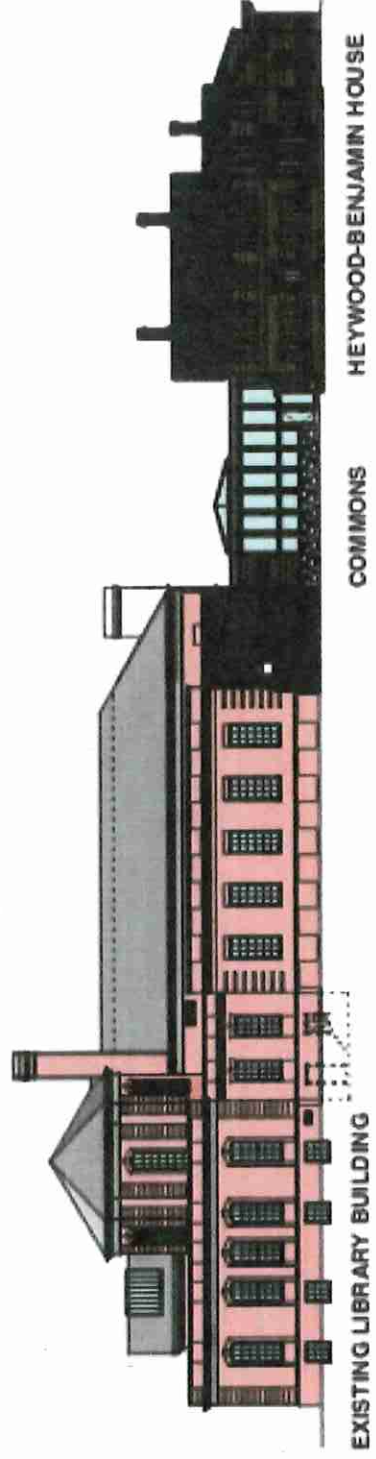


Exhibit A-2 | Basement Plan

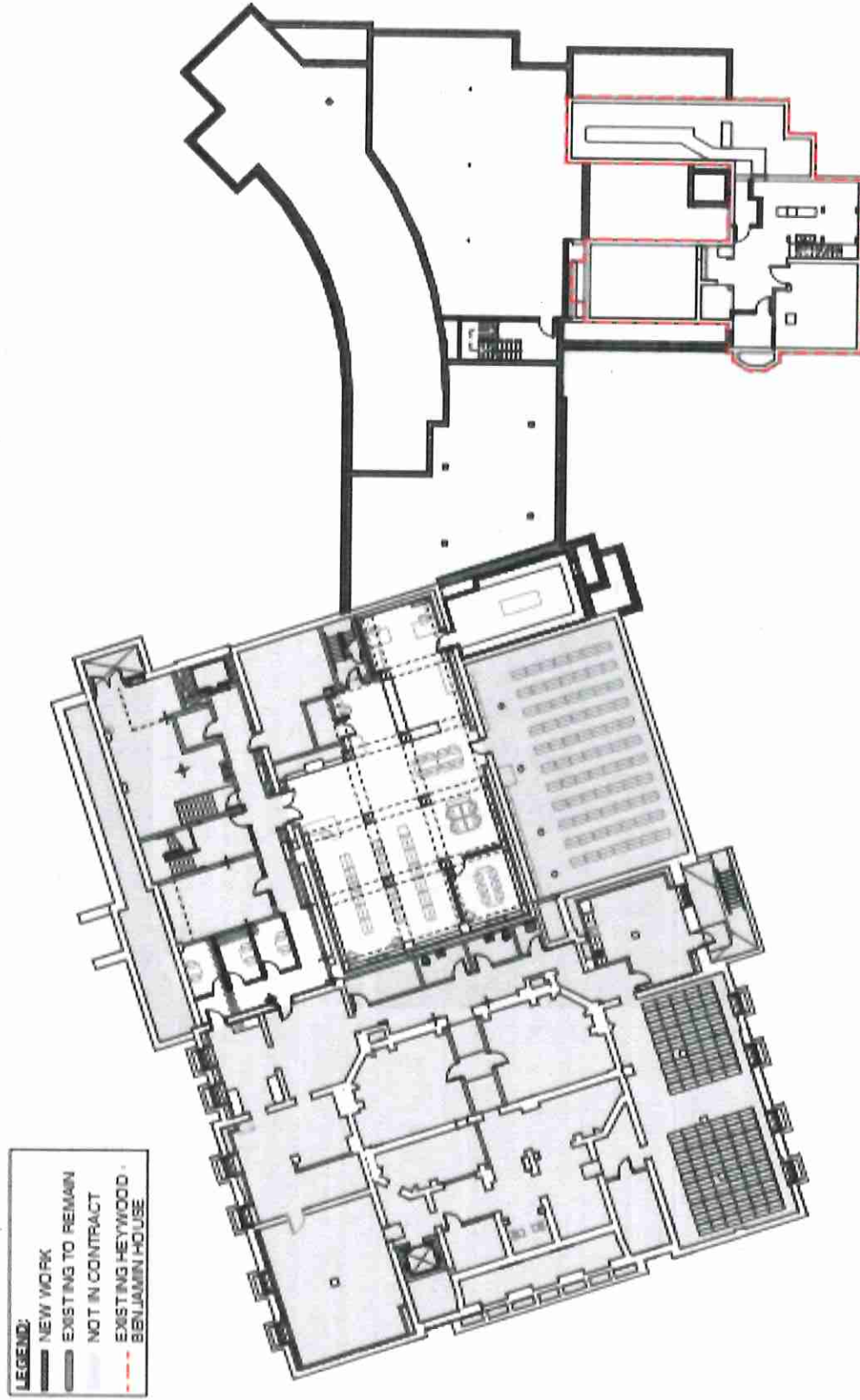


Exhibit A-3 | Ground Floor Plan

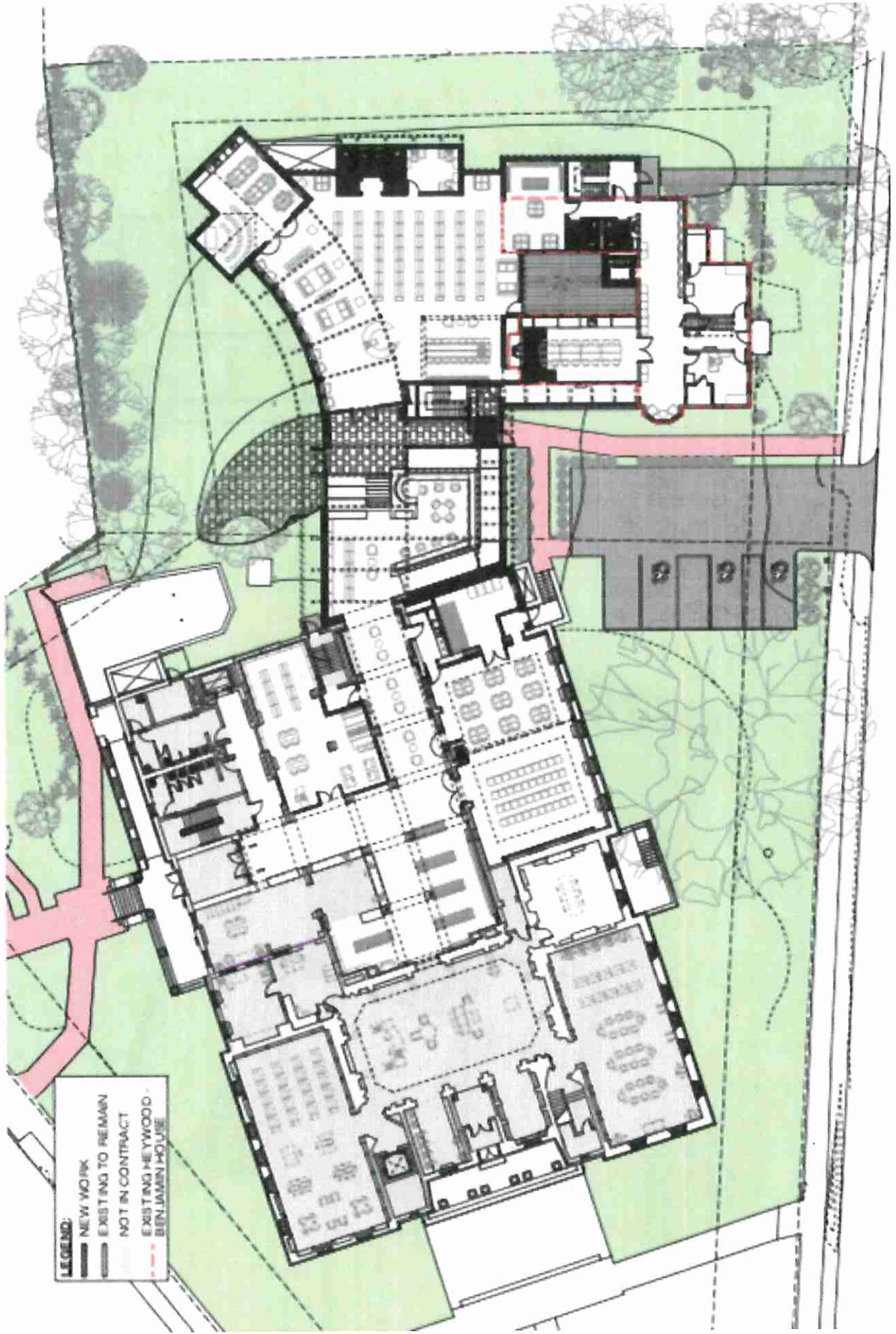


Exhibit A-4 | Second Floor Plan

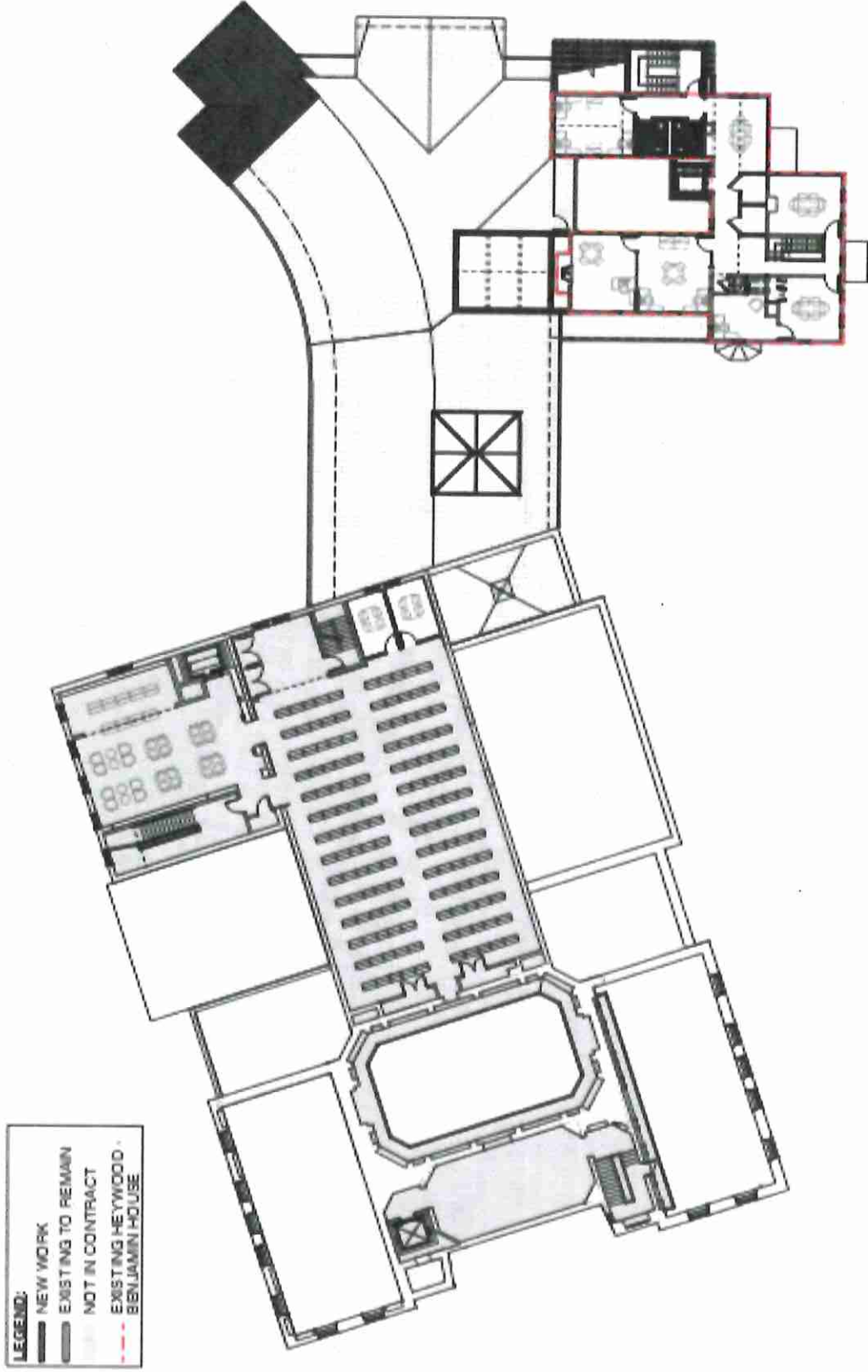


Exhibit A-5 | Selected Renderings

The Children's Library



The Commons



Exhibit A-6 | Selected Renderings

Children's Garden



Stairs from the Commons to the Children's Library

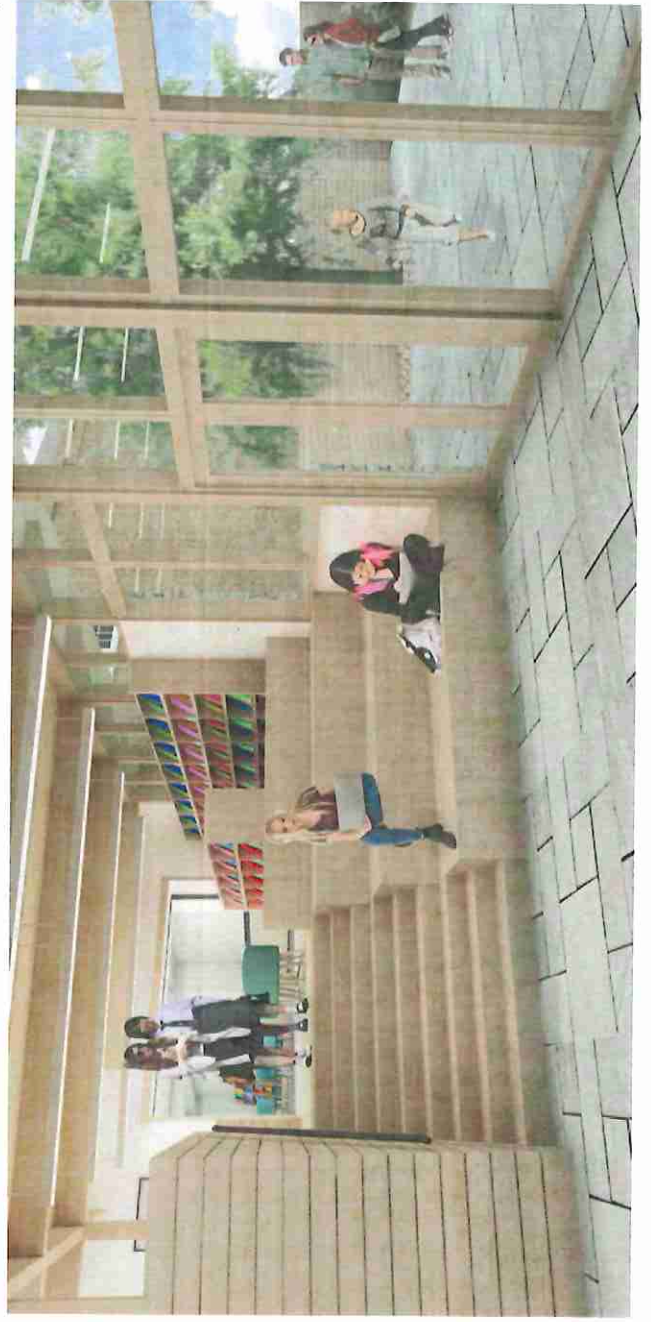


Exhibit A-7 | Selected Renderings

Main Street Façade



Exhibit B | Budget – Preservation and Rehabilitation/Restoration Costs

Total Cost of Preservation and Accessibility Upgrades at the Heywood-Benjamin House C.E. Floyd Company - September 19, 2018							
Description	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Total Amount	
DIVISION 1							
GENERAL CONDITIONS							
GENERAL CONDITIONS	\$104,371	\$2,010	\$1,710	\$1,993	\$3,506	\$113,590	
DIVISION 2							
EXISTING CONDITIONS & DEMO							
EXISTING CONDITIONS & DEMO							
Building Demolition Sub							
BUILDING DEMOLITION			\$77,775			\$77,775	
DIVISION 3							
CONCRETE							
CONCRETE	\$9,115	\$4,624	\$1,000		\$1,250	\$15,988	
DIVISION 4							
MASONRY							
MASONRY SUB			\$37,000			\$37,000	
DIVISION 5							
METALS							
STAIRS & LADDERS			\$4,000			\$4,000	
DIVISION 6							
ROUGH CARPENTRY							
ROUGH CARPENTRY						\$0	
Wood Framing Labor						\$0	
WOOD FRAMING					\$30,262	\$30,262	
Wood Decking						\$0	
WOOD DECKING					\$8,910	\$8,910	
DIVISION 7							
FINISH CARPENTRY							
PAINT GRADE WOOD BASE							
PAINT GRADE WOOD DOOR CASING (3070)					\$10,430	\$10,430	
THERMAL & MOISTURE PROTECTION					\$23,200	\$23,200	
ELEVATOR PIT WATERPROOFING SUB QUOTE							
WOOD SHAKE ROOFING SUB			\$4,000			\$4,000	
WOOD SHAKE ROOFING SUB					\$5,000	\$5,000	
CLAPBOARD SIDING AND PVC TRIM (PAINT GRADE)					\$50,420	\$50,420	
DIVISION 8							
DOORS & WINDOWS							
2'-8" x 7'-0" SC WHITE OAK VENEER, WOOD DOOR W/ FULL VISION		\$550				\$550	
3'-0" x 7'-0" SC WHITE OAK VENEER, STILE AND RAIL WOOD DOOR		\$4,800				\$4,800	
3'-0" x 7'-0" SC WHITE OAK VENEER WOOD DOOR W/ FULL VISION		\$14,950				\$14,950	
3'-0" x 7'-0" EXTERIOR GRADE SOLID CORE WOOD DOOR		\$1,500				\$1,500	
DOOR HARDWARE ALLOWANCE					\$14,000	\$14,000	

Exhibit B | Budget – Preservation and Rehabilitation/Restoration Costs

Total Cost of Preservation and Accessibility Upgrades at the Heywood-Benjamin House C.E. Floyd Company - September 19, 2018						
Description	Labor Amount	Material Amount	Sub Amount	Equip Amount	Other Amount	Total Amount
DIVISION 9						
FINISHES						
DRYWALL ALLOWANCE					\$20,000	\$20,000
DRYWALL SUB					\$44,679	\$44,679
TILE SUB			\$25,664		\$3,155	\$28,819
WOOD FLOORING SUB					\$19,624	\$19,624
CARPETING SUB			\$283		\$23,001	\$23,284
INTERIOR PAINTING SUB QUOTE			\$11,616			\$11,616
EXTERIOR PAINTING - EXISTING CLAPBOARD SIDING			\$38,720			\$38,720
DIVISION 10						
SPECIALTIES						
SIGNAGE ALLOWANCE					\$2,000	\$2,000
TOILET ACCESSORIES LABOR	\$1,672					\$1,672
TOILET ACCESSORIES MATERIALS		\$9,882				\$9,882
DIVISION 14						
CONVEYING SYSTEMS						
CONVEYING SYSTEMS			\$76,400			\$76,400
DIVISION 21						
FIRE SUPPRESSION						
FIRE SUPPRESSION			\$36,110			\$36,110
DIVISION 22						
PLUMBING						
PLUMBING			\$152,840			\$152,840
DIVISION 23						
HVAC						
HVAC			\$234,000			\$234,000
DIVISION 26						
ELECTRICAL						
ELECTRICAL SUB			\$121,100			\$121,100
LIGHTING ALLOWANCE					\$49,000	\$49,000
DIVISION 27						
COMMUNICATIONS						
COMMUNICATIONS			\$18,343		\$4,000	\$22,343
DIVISION 28						
ELECTRONIC SAFETY & SECURITY						
ELECTRONIC SAFETY & SECURITY					\$10,000	\$10,000
DIVISION 31						
EARTHWORK						
UNDERPINNING ALLOWANCE					\$20,000	\$20,000
UNDERPINNING SUB			\$15,000			\$15,000
DIVISION 32						
EXTERIOR IMPROVEMENTS						
PAVING SUB			\$29,298			\$29,298
SITE CONCRETE			\$6,320			\$6,320
TOTALS	\$0	\$0	\$689,412	\$0	\$83,000	\$772,411

Exhibit C | Financial Statements for Fiscal Year Ended June 30, 2017

Statement of Activities

		Concord Free Public Library Corporation			
		2017		2016	
For the Years Ended June 30		Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Operating Revenue and Other Support					
Contributions	\$ 155,005	\$ 630	-	\$ 155,635	\$ 228,202
Investment Income Designated for Operations	431,488	59,805	-	491,293	390,688
Fees and Assessments	20,435	-	-	20,435	15,096
Net Assets Released from Restrictions	59,805	(59,805)	-	-	66,582
Total Operating Revenue and Other Support	666,733	630	-	667,363	700,568
Operating Expenses:					
Program Services	763,133	-	-	763,133	1,023,416
Fundraising	144,737	-	-	144,737	166,738
General and Administrative	112,797	-	-	112,797	67,674
Total Operating Expenses	1,020,667	-	-	1,020,667	1,257,828
(Decrease) Increase in Net Assets from Operations	(353,934)	630	-	(353,304)	(557,260)
Non-Operating Income (Expense):					
Net Realized and Unrealized Gains (Losses)	1,054,499	-	200,104	1,254,603	(442,835)
Capital Contributions	-	801,108	-	801,108	219,872
Appropriation of Investment Income Designated for Operations	(431,488)	(59,805)	-	(491,293)	(66,582)
Interest and Dividends, Net of Investment Fees	196,823	37,633	-	234,456	373,203
Rental Income, Net of Direct Expenses of \$67,935 and \$65,048, Respectively	(7,935)	-	-	(7,935)	(5,048)
Total Non-Operating Income (Expense)	811,899	778,936	200,104	1,790,939	(465,368)
Increase (Decrease) in Net Assets	457,965	779,566	200,104	1,437,635	(1,022,628)
Net Assets at Beginning of Year	20,374,014	540,033	3,396,632	24,310,679	21,396,642
Net Assets at End of Year	\$ 20,831,979	\$ 1,319,599	\$ 3,596,736	\$ 25,748,314	\$ 20,374,014
					\$ 540,033
					\$ 3,396,632
					\$ 24,310,679

Exhibit C | Financial Statements for Fiscal Year Ended June 30, 2017 Statement of Activities (continued)

Statements of Functional Expenses

Concord Free Public Library Corporation

	2017			2016				
	Program Services	Fundraising	General and Administrative	Total	Program Services	Fundraising	General and Administrative	Total
Depreciation	\$ 359,529	\$ 7,024	\$ 3,698	\$ 370,251	\$ 358,816	\$ 7,143	\$ 4,119	\$ 370,078
Books, Collections and Other Library Items	159,641	-	-	159,641	405,402	-	-	405,402
Maintenance	127,029	2,570	1,285	130,884	177,005	3,167	1,583	181,755
Professional Fees	12,218	33,654	56,315	102,187	670	21,269	48,385	70,324
Salaries, Payroll Taxes and Benefits	1,394	84,057	10,311	95,762	-	82,166	-	82,166
Office Expense	38,131	2,225	40,545	80,901	15,007	23,443	11,960	50,410
Insurance	52,716	1,086	543	54,345	52,734	1,087	544	54,365
Events	-	14,121	-	14,121	-	28,463	-	28,463
Scholarships	11,000	-	-	11,000	11,000	-	-	11,000
Miscellaneous	1,475	-	100	1,575	2,782	-	1,083	3,865
Total Expenses	\$ 763,133	\$ 144,737	\$ 112,797	\$ 1,020,667	\$ 1,023,416	\$ 166,738	\$ 67,674	\$ 1,257,828

Exhibit C | Financial Statements for Fiscal Year Ended June 30, 2017

Balance Sheet

Statements of Financial Position	Concord Free Public Library Corporation	
June 30	2017	2016
Assets		
Current Assets:		
Cash and Cash Equivalents	\$ 371,813	\$ 472,763
Restricted Cash	10,003	10,003
Accounts Receivable and Other Assets	156	10,409
Total Current Assets	381,972	493,175
Restricted Cash for Future Acquisitions of Property and Equipment	872,019	15,290
Certificates of Deposit	72,246	71,598
Contributions Receivable - Restricted for Future Acquisitions of Property and Equipment	148,961	204,582
Investments	14,441,283	13,443,517
Special Collections	-	-
Property and Equipment, Net of Accumulated Depreciation	9,878,385	10,227,082
Total Assets	\$ 25,794,866	\$ 24,455,244
Liabilities and Net Assets		
Current Liabilities:		
Accounts Payable and Accrued Expenses	\$ 36,549	\$ 134,562
Security Deposits	10,003	10,003
Total Current Liabilities	46,552	144,565
Net Assets:		
Unrestricted		
Available for Operations	384,705	397,877
Board Designated - Funds Functioning as Endowment	10,568,889	9,749,055
Net Investment in Property and Equipment	9,878,385	10,227,082
Total Unrestricted	20,831,979	20,374,014
Temporarily Restricted	1,319,599	540,033
Permanently Restricted	3,596,736	3,396,632
Total Net Assets	25,748,314	24,310,679
Total Liabilities and Net Assets	\$ 25,794,866	\$ 24,455,244

Exhibit C | Financial Statements for Fiscal Year Ended June 30, 2017

Statement of Cash Flows

Statements of Cash Flows	Concord Free Public Library Corporation	
For the Years Ended June 30	2017	2016
Cash Flows from Operating Activities:		
Increase (Decrease) in Net Assets	\$ 1,437,635	\$ (1,049,555)
Adjustments to Reconcile Increase (Decrease) in Net Assets to Net Cash		
Used in Operating Activities:		
Depreciation	404,231	403,629
Capital Contributions - Cash Received	(856,729)	(15,290)
Net Realized and Unrealized (Gains) Losses on Investments	(1,254,603)	708,837
Decrease (Increase) in Accounts Receivable and Other Assets	10,253	(10,227)
Decrease (Increase) in Contributions Receivable -		
Restricted for Future Acquisitions of Property and Equipment	55,621	(204,582)
(Decrease) Increase in Accounts Payable and Accrued Expenses	(108,860)	97,197
Net Cash Used in Operating Activities	(312,452)	(69,991)
Cash Flows from Investing Activities:		
Increase in Restricted Cash for Future Acquisitions		
of Property and Equipment	(856,729)	(15,290)
Proceeds from Sale of Investments	639,403	1,729,973
Purchases of Investments	(382,566)	(1,740,110)
Purchases of Property and Equipment	(44,687)	(47,646)
Purchases of Certificates of Deposit	(72,246)	(71,598)
Proceeds from Maturity of Certificates of Deposit	71,598	61,159
Increase in Restricted Cash	-	(10,003)
Increase in Security Deposit	-	10,003
Net Cash Used in Investing Activities	(645,227)	(83,512)
Net Cash Provided by Financing Activities:		
Capital Contributions - Cash Received	856,729	15,290
Net Decrease in Cash and Cash Equivalents	(100,950)	(138,213)
Cash and Cash Equivalents at Beginning of Year	472,763	610,976
Cash and Cash Equivalents at End of Year	\$ 371,813	\$ 472,763
<u>Supplemental Disclosure of Noncash Investing Activity:</u>		
Purchases of Property and Equipment Included in Accounts Payable and Accrued Expenses	\$ 10,847	\$ -