

Pierson Library Steering Committee
DRAFT Minutes

Meeting Date/Time: Wednesday, September 28th at 2:00 p.m.

Meeting Location: Town Offices Meeting Room #2

Attendees: Lara Keenan, Joe Colangelo, Cathy Townsend, AJ Humphrey, Ann Smallwood, Colleen Parker and Alice Winn

Minutes (Draft):

1. Lara called the meeting to order at 2:04 p.m.
2. Approve agenda - Joe moved that the agenda be approved. Colleen seconded. Motion passed unanimously.
3. Approve minutes from 9/20/16 meeting - Joe moved that the minutes be approved. Colleen seconded. Motion passed unanimously.
4. Approve minutes from 9/21/16 meeting - Joe moved that the minutes be approved. Colleen seconded. Motion passed unanimously.
5. Public Comments - None
6. Introduce AJ Humphrey. AJ is already on staff at the library. Reviewed job qualifications.
7. Funding - The Trustees will fund 50% of AJ's position. The Steering Committee will fund the other 50%, using non-public monies.
8. Reviewed financial snapshot. Goal was to complete Phase 1 with non public funds (monies raised through Trustee support, Friends and insert in Shelburne News) Discussion regarding the feasibility of combining traffic study with the village traffic study that the town is applying for. Could we combine monies and have just one study done? Possibility to be determined. Source of pending grant remains anonymous. There are no restrictions on this grant. Joe moved that we authorize the use of up to \$5,000 to support upcoming fundraising activities. Colleen seconded, motion passed unanimously. We need to continue to create and build support for this project and remain forward thinking.
9. Review future events-
 - A. Night at Town Hall - Target Wednesday October 26th. Lara will check with Parks and Rec. AJ to connect with Andrea. To be confirmed.
 - B. Wake Robin event October 13th, 7:30
 - C. Rotary - Nov 9th, 8:00 a.m.
 - D. Halloween Parade - October 30th
 - E. Friends of Pierson Library - October 6-8
 - F. Farmer's Market - October 8th
 - G. Lara and Joe to schedule a date within the next two weeks to meet with SCS students (3 8th grade boys) Target Tuesday afternoons as Tuesdays are early release days.
 - H. Newberry Cup - October 15th. Joe to check in with Rec Dept regarding posting signs
 - I. Consider doing an event at Shelburne Community School

- J. Election day
- K. Look into cost for another flyer. Discussion regarding flyers - consider approaching local businesses, consider door to door.
- 10. Goal: To have next design for project reduced from 3 choices to 1 by November 9th.
- 11. Post Event plan - Along with sending out thank you notes to individuals who attend events, consider a follow up email asking if they are interested in helping with volunteer tasks (specific needs to be determined).
- 12. Reviewed list of charrette comments. Option C seemed to be the favorite. Alice will condense comments and then they can be posted online.
- 13. Review HPDRC comments. Lara will email Dorothea to come and review the 3 designs.
The upcoming events will provide us with much more input.
- 14. Appoint 7th Steering Committee Member - Joe has made initial contact. Decision deferred until next meeting.
- 15. Discuss Possibility of Increasing Steering Committee to 8 Members - Decision Deferred until next meeting.
- 16. Project name - Discussion regarding name for project.
2020 Vision - The Future of Shelburne's Library Center was raised. Joe moved that it be approved. Colleen seconded. Motion passed unanimously. Fund name will remain unchanged.
- 17. Alice made a motion to adjourn. Joe seconded. Motion passed unanimously.

***** Next meeting: Monday, October 3rd at 3:30. Location: Meeting Room #2*****