

10/18/16
Steering Committee Minutes DRAFT #2

Meeting Date/Time: Tuesday, October 18th at 9:00 am

Meeting Location: Town Offices, Meeting Room #1

Attendees: Lara Keenan, Alice Winn, Cathy Townsend, AJ Humphrey, Charlotte Albers, Ruth Hagerman, Betsy Cieplicki, Colleen Parker, Joe Colangelo and Andrea Murray

Minutes: (DRAFT):

1. Lara called the meeting to order at 9:06.
2. Approve agenda- Colleen moved that the agenda be approved. Alice seconded. Motion passed unanimously.
3. Approve minutes from 10/3/16 meeting- Alice moved that the minutes be approved. Colleen seconded. Motion passed unanimously.
4. Approve CBC report - Minor wording changes were suggested and agreed upon. Colleen moved that the report be approved as amended. Alice seconded. Motion passed unanimously.
5. The library has an empty display case in the conference room, as well as some wall space, that is offered to the Historical Society of display.
6. Public Comments: Clarification of what "CBC" stands for was requested. Suggestion to get other town committees involved was made. This is something we are doing. We will invite other committees to attend our next meeting.
7. Comments and conversation with Betsy Cieplicki representing Shelburne Parks and Recreation: Very clear that more space is needed, activities in spaces can affect either of us. Potential rental income being turned away. We charge much less than other communities. Would be great to better equip the town hall space - add a bathroom and a kitchen. Our town has far outgrown what we have available. How can we meet all the needs of our town? Hope to collect data on use of town hall - who is asking/renting, who is turned away (any loud event when library is open, for example). The Town Hall is currently used an average of 6 nights a week. There is a lack of ownership of Town Hall. The Rec Department does the scheduling but who is responsible for cleaning and maintenance? If we go with "C", than would Town Hall become part of the library? We have to think about the future but we also have to think about now. Conversation about approaching the Historical Society to plan a cleaning day. We need more meeting space. Flexible spaces are best. Meeting space that would be accessible after library hours very important.

8. Review of Public Comments: Don't build too small. Round doesn't work for walls/shelving. Use curved furniture instead. People love hearing that children are involved. People having a hard time processing anything beyond C. Discussion regarding Pros and Cons of each design.

A / B- North and East light, great frontage on Route 7, concentrates area of parking, limits expansion options, loss of green space.

C - Room for expansion, preserves historical character of Route 7. Better light - south and west. Protects Shelburne Town garden. Avoids loss of major trees. Allows more outdoor space, protected area that could be used for a children's garden etc.. Shops to walk to.

8. Consider a bigger fundraiser in the spring, maybe with a silent auction. Cocktails. Discussion regarding the need for a professional fundraiser. Create a poll for people to fill out on Election day. Make a connection with Shelburne Farms.
9. Andrea- If we are going for a some type of creative funding in the beginning of 2017, we need to "finish" designs by the end of the year. The library has been made a priority. We need to decide on option and present to both boards by the end of November. Community outreach has to step up. Election day poll will provide helpful information. Decision to move forward with both A and C and have VIA create 3D models etc. Drop B. There are grant possibilities for Town Hall. More conversation about Town Hall. Current income is not enough to cover current operating costs. If we upgraded the space with a kitchen we could charge more for the "extra special" space and still provide free rental space too. Discussion regarding C and what the transition space between the two buildings would look like. Lots of variables. One elevator or two? Lift? A lift runs about \$24,000. Elevators are about \$30,000 per stop. Community seems very open to a contemporary exterior design, paired with an interior comprised from more traditional materials. Lots of requests for light, open, flexible and cozy space!
10. Approach HPDRC once we are down to one option. Plan a community outreach week in mid November. Continue to maintain relationships. Leaf letting. Another charrette. Flyers, consider a video. Invite Fire Department to be involved.

11:15 Meeting adjourned

