

2/3/17  
Steering Committee  
Draft Minutes

In Attendance: Alice Winn, Joe Colangelo, Cathy Townsend, Lara Keenan and AJ Humphrey  
Public: Michael Mosher

Lara called the meeting to order at 9:42 am  
Joe moved to approve the agenda as presented  
Alice seconded  
Motion approved unanimously

Joe moved to approve draft minutes from 1/30/17 meeting  
Alice seconded  
Motion approved unanimously

Informational letter-

Surveys will be confidential, but if people want to be eligible for the drawing, they need to provide basic contact info.

Identify the value of a new library. Neaten up and simplify wording.

Need to provide some background so everyone is brought up to speed.

Discussion regarding priorities and costs. Differences - new construction, renovations and site improvements versus renovations.

Lara and AJ will continue to work on the letter. Really want visuals on the draft. Email draft on Thursday to committee.

Survey- changes, questions and updates. We want the survey to be clear and simple.

Discussion regarding layout and what demographics to include. Include a statement that explains why we are asking about demographics.

AJ will organized stuffing day. Reviewed timeline for survey. Finalize details so we place order with the printer.

Working with VIA to create a flyer for Town Meeting distribution.

Next meeting - Friday, Feb 10th at 9:30

Joe moved to adjourn

Alice seconded

Meeting adjourned at 11:30

