



## **DRAFT MINUTES**

New Library and Town Center Construction Committee  
October 30, 2018  
Meeting Room 2, Town Offices, Shelburne, Vermont

### In Attendance

Steering Committee: Cathy Townsend (chair), Ruth Hagerman (minutes), Kevin Unrath, Jerry Storey, Ann Smallwood, Lee Krohn

Public: None

1. Call to Order at 11:04 AM
- 2.\* Consider Approval of Agenda  
Add budget update as item 7 (8 is other business, 9 is adjourn)  
Moved by Lee: Second by: Ann /Passed unanimously
- 3.\* Approval of minutes of 9 October 2018 (need Lee, Ruth, Cathy, Kevin)  
Moved by: Lee Second by: Kevin / Passed unanimously, Jerry and Ann abstained  
  
Approval of minutes of 16 October 2018 (Lee not in attendance)  
Moved by: Ann Second by: Jerry/Passed unanimously, Lee abstained
4. Public Comment: None
5. Fundraising update  
--Ruth stated that the monies authorized last week for the fundraising workshop and for the ad campaign were no longer needed. The workshop was paid for by two private donations and a donation from the Library Trustees as part of their fundraising for the future initiative. The fundraising ads were also paid for by a private donor.  
  
--Meeting with Gade McArdle was very informative. Goal and deadline set for campaign. Letters to be sent this week to some Shelburne residents. Ads in News every week until Nov 15 (funded privately); the Trustees will place a flyer in this week's News as well. Ruth will also mention fundraising in Front Porch Forum. Information is also posted on social media (facebook, project and library webpages) and there is a giving tree at the Library to sponsor smaller needs.  
  
--Discussion of ownership of TH and basement usage. Kevin to work with Lee to formalize the MOU with the Historical Society.
6. Design update  
Andrea will meet soon with Kevin to discuss final wiring and communication details.  
Kevin proposes putting into the Library column a summary of TH project scope? Members agree to this approach to informing the public.  
Discussed following up on planning for solar before the year-end. Lee, Kevin, and Mary Kehoe (Selectboard) to evaluate proposals and recommend steps.
7. Project budget update  
Ruth and Lee will meet to evaluate project needs vis-a-vis the CIP.

8. Other business  
None

9. Adjourn at 12:14 PM  
Moved by: Ann/Second by: Lee/Passed unanimously