

## **Library Building Committee Meeting – August 25, 2014 - DRAFT**

*Present:* John Freidin, Maria Graham, Dennis O'Brien, Christina Johnston, Peter DeGraff, Kathleen Ramsay, Kevin Unrath, Susan Shashok.

Meeting called to order at 4:33

Minutes of the last meeting: Accepted unanimously as amended, changing "finance committee" to "fundraising committee" in the timeline section.

*Discussion of population data (Schools and town/county):* According to Ms. Johnston, ACSU school population had been declining, but is now steady, with a temporary "bump" that is moving through the system bringing numbers up the next few years then back down by 2020.

For Middlebury and Addison County, level to slight decline, with a significant shift from younger to older population; per Mr. O'Brien and Ms. Graham there are currently no significant enrollment increases planned at the college in the near term, and any developments there are wait and see at least until the new president begins.

*Survey:* Approved as presented, with the addition of the logos on the last page. Will be included in the program for the Talent Show at Town Hall Theater this weekend – Mr. Unrath will provide everything needed to Doug Anderson (Mr. DeGraff will talk with Doug about the details of presenting the survey).

*Timeline:* Discussed and updated with some items accomplished and schedule refined. Ms. Ramsay will reformat and update to create a more streamlined document.

*Case statement:* should be tailored to various audiences (funders, general public, etc.) and give a vision of our needs and the work we currently do that not everyone knows about; how the library is a unique community education center and is being used more than ever before. Not ready to establish a firm case statement until feedback and surveys have come in so we know what is desired.

*Matrix of descriptions:* will likely be able to flesh out after the survey data and focus groups have ended; send any updates to Mr. Freidin.

*Group meetings:* groups to include in getting feedback: 1)All ACSU elementary schools and local private schools (Ms. Johnston coordinating); 2)MUMS and MUHS (Ms. Johnston coordinating); 3)Childcare center directors; (Ms. Graham coordinating) 4&5)Senior living centers (meeting at each of these for convenience of residents) (Mr. Freidin coordinating);.

*Visits to other libraries:* Leaving around noon for each library; teams set up for five site visits.

*Next meeting:* Monday, September 29<sup>th</sup> at 5:00pm.

*Adjourned at:* 6:30 pm.

Respectfully Submitted, Kevin Unrath