

## Ilsley Public Library Building Committee Timeline

*FIRST DRAFT SEPTEMBER 15, 2014*

	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16
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### Public Outreach & Information Gathering

Building Committee Meets Last Monday of each month																														
Monthly Report to Library Trustees																														
Monthly Report to Selectboard televised on MCTV																														
Regular Media Updates: Addison Eagle & Independent; Valley Voice; Radio; Midd 5-0																														
Gather Data, including previous Library Studies and Population Projections																														
Develop, Distribute & Analyze Survey																														
Visit Libraries with Recent Capital Improvements or New Construction																														
Meet with Focus Groups: Staff; MCTV; Teens; Friends and Others																														
Meet with Community Organizations & Leaders																														
Develop Case Statement																														
Develop a List of Space Needs and Wants																														
Public Presentation of Information Gathered to Date: Solicit public input; ideas and views																														

### Develop Strategy for Addressing Identified Space Needs and Wants

Develop & Distribute RFP (or RFQ) for Building Analysis and Conceptual Design Interview & Select Consultant																														
Request additional funding for consultant work (if needed)																														
Work with Consultant and public on development of conceptual design, cost estimates and timeline																														
Public Presentation of conceptual design work Solicit Feedback on Funding Improvements																														
Private Fundraising																														
Prepare for and hold bond vote to fund architectural and engineering services for design development (if indicated)																														
Design Development & Public Outreach																														
Prepare for and hold bond vote for construction of improvements (if indicated)																														
If bond vote is held and passes, bid and construct project																														