

ILSLEY PUBLIC LIBRARY BUILDING COMMITTEE - Draft Meeting Minutes  
MONDAY, OCTOBER 27, 2014

*Present:* John Freidin, Maria Graham, Peter DeGraff, Christina Johnston, Kathleen Ramsay, Kevin Unrath, Susan Shashok. Jamie Gaucher (Middlebury Economic Development Director) and David Andrews (Friends of IIsley) joined us as well.

Meeting called to order at 4:35

*Minutes of the last meeting:* Accepted unanimously as written.

*Future Meetings* scheduled for Monday, November 17<sup>th</sup> and Monday, December 15<sup>th</sup>, then January 26<sup>th</sup> and finally February 23<sup>rd</sup> pending review by the full committee via email, all from 4:30-6:30. Various meetings with stakeholders and public reviewed and committee members invited to attend. Ms. Graham will be scheduling something with local preschool groups. Ms. Ramsay will send a town-wide email, and Mr. Unrath will send message to library Facebook, and many member will send a message to Front Porch Forum.

*The Public Library Construction Process* -- should we hire a library building consultant? Mr. Freidin explained the role of a consultant to help the library look at its services and how that impacts the building program. Reviewed the literature sent out to the committee and mentioned consulting with Barbara Doyle-Wilch (former president of the Vermont Librarian Association and academic librarian at Middlebury College during their construction of the Davis family library). Mr. Unrath mentioned that Rob Geiszler from the Vermont Department of Libraries suggested that the library board look again at its strategic planning and bring in Amy Howlett (also from the Vermont Department of Libraries) to help with this process. Mr. DeGraff supported the idea of hiring a consultant to help create a vision, along with an architect to translate that vision into plans.

Mr. Freidin and Ms. Graham passed along that the library board may ask the Selectboard to spend unspent capital funds from the library roof project towards hiring a library planning consultant, and has instructed Mr. Unrath to communicate to the Selectboard this request. The committee also recommended that Mr. Unrath ask the Public Works committee for additional funds for the FY15/16 budget cycle for architectural planning.

*Discussion of summaries of public survey* followed, with an initial recommendation by Ms. Ramsay and Ms. Shashok that the results be presented to the Selectboard for review. Mr. Unrath pointed out that the youth services area was overwhelmingly perceived as less adequate versus the adult area; Ms. Shashok mentioned that the comments mirrored the data relatively well throughout the survey. Ms. Graham emphasized that 83% of respondents felt that space for "Quiet Study, Work or Reading" in the children's area was either Fair or Poor, and that the high rating for the "Location in the Building" and "Access" might be due to the space being separate (not that it's in the basement). Mr. DeGraff pointed out that the library garden received lots of positive written comments regarding having dedicated space,

but less support in the quantitative data. Additionally, MCTV received both positive and negative comments as to its relevance, which reflects both the library's need to better advertise its partnership with MCTV and the need to continue to pay attention at this space. Mr. Freidin pointed out that "Access Issues"—including parking, at-grade access from outdoors, and need for more convenient drop boxes—represented the greatest number of responses to the final question in the survey. Restrooms, the library garden and the children's library were all areas of concern in this final question as well.

*Economic Development Initiative* - Jamie Gaucher (Director, Office of Business Development & Innovation of Town of Middlebury) presented on meeting Ilsley's needs by working with Economic Development Initiative developers, the Town, and possibly the new market tax credit program in order to help obtain financing. Mr. Gaucher explained that the RFP is in draft form (developed with Eric Blair, town planner) and currently being circulated for review, with an RFQ planned for later in the year. Mr. Unrath mentioned that it was great that the library and town were sharing ideas at the moment when both were in the active planning process, and Ms. Shashok seconded this, especially considering that the lots for the projects are contiguous and that the library garden and parking needed to be considered jointly. Mr. Andrews wondered as to potential building height restrictions, which Mr. Gaucher indicated was referenced in the RFP. Mr. Freidin thought that the timeline was key to making the two projects work well together, and that harmonizing these was important. Mr. Andrews asked if the project was a civic improvement or a grand list addition, and Mr. Gaucher said that they weren't necessarily mutually exclusive. Mr. Gaucher explained that this could be one of the most important projects for downtown Middlebury for the next 100 years.

*Review and update Timeline.* Maria and Kevin will incorporate timeline changes into their long-range planning work for the Library Trustees. Otherwise, the timeline looks good.

*Public Comments* – Mr. Andrews suggested communicating with the Friends if the committee will be planning to pull them into the process.

Meeting adjourned at 6:20.

*(note: the public meetings mentioned in the "Future Meetings" section of the minutes have since been rescheduled to some point in the future)*

Respectfully Submitted,

Kevin Unrath