

Draft Minutes - Ilsley Library Building Committee
Monday, October 10, 2016 4:30 – 6:30 p.m.
Ilsley Public Library

Present: John Freidin, Chair, Dennis O'Brien, Maria Graham, Christina Johnston, Barbara Doyle-Wilch and Kevin Unrath.

5:44 *Meeting called to order*

5:45 *Public and Committee Comments* – Mr. Freidin noted that Mr. O'Brien, Mr. Artim and himself would be attending the regular meetings with the architects, and will call the building committee together as needed.

5:46 *Minutes of August 2nd meeting approved.*

5:47 Mr. Unrath provide an *update on initial meeting with the architects*, at which Tom Bachman, Gregg Gossens, Rebekah Irwin, John Freidin, Kevin Unrath, and Kathleen Ramsay were in attendance. A basic timeframe and series of milestones were agreed upon, with an end date for the preliminary design and cost estimate to be met by March 1st.

5:55 *Preparation for community forum on Nov. 10* was discussed by the committee. The architects' proposed agenda was considered, and with the assistance of Ms. Doyle-Wilch, was revised as follows:

- 6:30 – 8:30 will be the time for the forum.
- Start will be a 15 minute intro by the architects and chair of either building committee, library board or library director.
- Attendees will split up into five groups. Tours of the building will then be conducted by group leaders (architects, trustees, director) with 5 minute stops in each of 5 areas (Meeting room, Youth Services, Mechanical/Bathrooms, Computer area and 2nd floor Fiction/Teen collection).
- At each station appropriate library staff will discuss challenges and present solutions (via a presentation board with large photographs at each station).

- Around 7:40, each group will stop at the last station and discuss what they've seen, and provide input on all the areas (with flipcharts for notes)
- At 8:00, entire group reconvenes; group leaders summarize and synthesize input to architects.
- Close with discussion of funding, appeal for members of capital campaign committee.
- An online forum will be created by Mr. Unrath for those not able to attend the actual forum. This will include challenges in the five areas, possible solutions, and a way for the public to easily provide input.

5:58 Mr. Freidin and other members of the committee will create a list of whom to invite personally to attend Nov. 10 community meeting, and the meeting will be advertised extensively so as to achieve maximum participation.

6:05 Meeting adjourned.