

Approved Steering Committee Meeting Minutes

August 11, 2009

Members present: Ian McNabb, Laurie Guenther, Bill Lane, Tom Dooley, Anne Shannon, Mary Tichenor

The meeting was called to order at 7:15 pm.

Public Comment

None.

Approval of Agenda

There was general discussion about adding a discussion on budget, expenditures to date, etc. to each meeting agenda. This would include repayment of Town funds, Development Committee expenses (e.g., feasibility studies), etc.

The agenda was approved as is.

Approval of July 14, 2009 Minutes

Bill motioned to approve, Mary seconded. All in favor; none opposed.

Development Committee Update

There was general discussion about expenditures to date: Danforth \$22,500, Library Strategies has not submitted a bill thus far.

A lead for the capital campaign has been identified. This person is talking with others who might serve on a capital campaign committee. Victoria Davidson will be the Development Committee liaison with the capital campaign consultant, Library Strategies. On September 14, Library Strategies, will meet with the capital campaign committee. Victoria has been invited to this meeting. The purpose of this meeting will be to begin developing a strategy to solicit donations. The Development Committee and Friends will review the strategy.

Communications Update

The contract for barn demolition and asbestos abatement (\$26,998, which includes \$5,300 for the asbestos survey) was awarded to LCP Group, Inc. (from Vestal) at the August 10 Town Board meeting. These expenses will be paid for from NYS Construction Grant funds. This information should be added to the library website; Ian will add it to the next Town Supervisor column in the Sentinel.

Send images of the library renderings to the Sentinel for publication.

Facilities Update

MRB's proposal for site engineering was approved at the August 10 Town Board meeting.

The final design of the library will be done no earlier than mid-September. HBT and MRB will present plans to the Town Board on September 14, 2009.

Update Timeline

Ian will request an updated timeline from HBT. Consider adding a high level timeline to the library website.

The next Steering Committee meeting will be Tuesday, September 15. We will only hold one meeting in September. This information will be emailed to all committee members and added to the library website.

The meeting adjourned at 8:45 pm.

Respectfully submitted by,

Paula McIntyre