

Library Planning Committee
Agenda
August 27, 2013
TML, Maine Room– 9:00 AM

- 1) Call to order: _____
- 2) Approval of Minutes of Aug. 13, 2013
- 3) Review Areas of Concern – (0 min.)
 - a) Use of Past Work = 1
 - b) TML Service Plan = 2
 - i) How to prioritize this information? (*TBD...*)
 - c) TML Facilities Plan = 3
 - d) Use of Other Town Spaces = 4
 - e) Public Input = 5
 - f) Harriman Study Impact = 6
 - g) Funding Sources =7
- 4) TML Service Plan (*Deferred until September*) – *Kate*
 - a) Services that can/should be shared with other libraries
- 5) Use of other Town Spaces (*Deferred until September*) – *Kathy*
- 6) TML Facilities Plan (10 min.)
 - a) Historical Society discussion/process
 - b) ADA Update (Greg: 5 min.)
 - c) Architectural Programming (Molly: 5 min.)
- 7) Public Input and Outreach (60 minutes)
 - a) Community Roundtable: August 29, 6:30-8:00PM at CEHS Cafeteria
 - i) Publicity
 - (1) Invitation & Groups: CEEF, PA, Village Crossing, Civic Groups, CEHPS, etc.
 - (2) Transfer Station? Frank, Update
 - ii) **FINALIZE AGENDA**
 - iii) Handout -- committee member assigned?
 - (1) Comment Sheet?
 - iv) Refreshments: Greg, Update
 - v) Managing Volunteers: Kate? Jessica?
 - b) Invitational Focus Group Follow-up (Molly & Kate?) -- *September, date?*
 - c) Survey
 - (1) Review Document
 - (2) Distribution Methodology: Jay, Update.
 - (3) Responsibility?
- 8) Add an additional Meeting: Week of September 30th?
- 9) Confirm Next Meeting Date: Monday, September 9, 2013 @ 9:00AM (TML – Community Room)

Attachments:

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Draft Minutes: 8/13/2013

Agenda, Aug. 29, 2013 (Draft)

Citizen Participation at Meetings & Workshops

Library Planning Committee Meetings and workshops: The purpose of monthly meetings and occasional workshops is primarily for the Library Planning Committee to conduct the business of the Committee in accordance with its Charge from the Town Council. Prior to Committee discussion, members of the public may speak on any agenda item for not more than three minutes. The public will also be afforded an opportunity to speak, using the above guidelines, at the conclusion of each meeting. If there are more speakers than the time available, the Chair of the Committee may allocate the speaking time in order to balance the debate. A total of 15 minutes will be allocated in each meeting for public comment.