

Library Planning Committee
Agenda
Monday - September 30, 2013
TML, Community Room– 3:00 PM

- 1) Call to order: _____
- 2) Approval of Minutes of August 27th, September 9th 2013 and September 20th 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) CE Historical Preservation Society – (15 min.)
 - a) *After meeting with the LPC, the Society will have the opportunity to speak with our architects about the CEHPS's programmatic needs. – (45 min.)*
- 5) TML Service Plan – (deferred to Oct. 7th)
 - a) Services that can/should be shared with other libraries
- 6) Use of other Town Spaces – (Kathy: 20 min.)
- 7) TML Facilities Plan (10 min.)
 - a) Life/Safety – Walkthrough Results (Greg: 5 min.)
 - b) Architectural Programming (Jay & Molly: 5 min.)
- 8) Public Input and Outreach (60 minutes)
 - a) Community Roundtable: Review of August 29th Meeting
 - b) Invitational Focus Group Follow-up (Molly & Kate)
 - c) Survey Update (Frank)
- 9) Report Writing (10 min.)
- 10) Confirm Next Meeting Date: Monday, October 7, 2013 @ 1:00PM (CEPD – Conference Room)
 - a) Guests: Reed & Co. Architecture (45 min.)

Attachments:

Draft Minutes: 8/27/2013 (Revised)	Roundtable Summary Narrative (Jessica)
Draft Minutes: 9/9/2013 (Jessica)	Focus Group, 9/26/2013 Report (MM)
Draft Minutes: 9/20/2013 (Jessica)	Online Survey Stat Summary (Frank)
Town Facilities Report (Kathy)	

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.