

## Meeting #5

### Minutes

#### Library/Community Center Facility Committee Meeting

February 2, 2021

Virtual/Zoom

#### Committee members present:

Sandy Weisman Co-Chair

Gabe Tomasulo Co-Chair

Moira Paddock

Candace Smith

Anne Just

Maureen Spencer

#### Committee members absent:

Marcia Turner

Ex officio: Pennie Alley, Librarian, non-voting

Members of the public present by zoom

Denise Rzeknikewic

Sondra Wallace

**Meeting called to order** by Gabe Tomasulo 6:14 pm, February 2, 2021. A. Just volunteered to take minutes

#### **Adjustments to agenda**

No committee or public comments on agenda items

#### **Review and Approval of Prior Meeting Minutes**

After minor corrections, Moira Paddock moved to approve the minutes as amended and Sandy Weisman seconded the motion. The motion passed 6-0.

#### **Old Business**

**Review and Approve Survey.** Both print and electronic versions of the survey were reviewed. The print version was approved after changing the return instructions to read only "Return the survey to the Town Office." Candace Smith moved to accept the print survey; Moira Paddock seconded the motion. Motion passed 6-0.

The electronic version, found on Survey Planet, required a change in return instructions to read "Please submit the survey by March 31, 2022." Other changes included adding spaces between paragraphs on page 1, changing "Community" heading to "Community Spaces and Services," and deleting final heading "Other." Moira Paddock moved to approve the digital survey as amended, Candace Smith seconded. The motion was passed 6-0.

Gabe Tomasulo observed that this is a milestone

#### **Discussion of draft of first issue of Monthly Update newsletter**

After thorough discussion of draft, the Committee requested that in addition to minor changes a link to the Survey at the Survey Planet site be added and a link to zoom meetings of the committee be included, as well as a brief update of the progress of the move of the present library into the Gilford Butler site, and the date of the next regular meeting (March 2, 2022). The Committee voted to have a

special meeting for the purpose of reviewing the revised draft. Moira Paddock moved to have a special meeting February 7, 2022, Sandy Weisman seconded the motion, and it passed 6-0.

### **New Business**

#### **Look ahead to next meetings**

- a. March 2 – Meet with Liz Jenkins concerning fundraising
- b. April 6 – Review survey results, building programming overview. Also meet with Selectboard and Town Attorney re 501c3 incorporation
- c. May 4 – Building programming, Town Meeting preparation

#### **Plan March Monthly Update**

March Monthly Update will have the theme of “Looking Forward.” Update should include a reminder to return surveys by March 31, 2022 and the award of a Certificate of Occupancy for the Gilford Butler School and planned uses for the building for meetings and classes even before the library itself moves in. Draft to be submitted one week before the next meeting on March 2, 2022.

#### **Tasks and next steps**

Both the Library and the Town Offices will provide print copies of the Survey and will also be collection points.

The Monthly Update newsletter will be distributed by internet using the Town’s mailing list. Sandy Weisman will contact local schools to distribute the survey through them.

Terri Baines will send out an email reminder to return surveys midmonth.

**Correspondence.** None

### **Future Meetings**

Special Meeting February 7, 2022 at 6:00 pm

Next Regular Meeting March 2, 2022 6:00 pm

**Meeting adjourned 7:24 pm.** Moved by Moira Paddock, seconded by Candace Smith. Approved unanimously by roll call vote.

Respectfully submitted,

Anne Just

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