

Library Board of Trustees
Planning & Communication Committee Meeting

April 18, 2012 @ 5:30 pm
Library 3rd Floor Conference Room

Present: Wayne Eddy, Linda Stonner and Mike Lawler
Draft Minutes submitted by: Mike Lawler, to be approved/amended at next meeting

Meeting called to order at 5:34 pm by Wayne Eddy.

Mike Lawler nominated Wayne Eddy as Chair, seconded by Linda Stonner. Approved by 2-0 vote with Wayne Eddy abstaining.

Mike Lawler nominated Linda Stonner as Vice Chair Seconded by Wayne Eddy. Approved by a 2-0 vote with Linda Stonner abstaining.

Discussion was held regarding the CIP submission for Library expansion. Mike Lawler will review the amounts for both soft cost and hard cost with a local professional to ensure they are in line with similar expansions.

All are intending to attend the CIP presentation to the town on June 7.

Discussion was then held regarding the charge of the P&C Committee, and what we have worked on over the past year, and what some of our goals for the upcoming year should be. It was agreed that the creation of a Building Maintenance Plan outlining larger building maintenance, capital repair and capital replacement to be used as a planning tool for budgeting.

Motion to adjourn at 6:28 was made by Mike, seconded by Linda, and approved by a unanimous vote in the affirmative.

The next meeting date has not been scheduled.