

Otis Library Building Committee Meeting Minutes

Thursday, May 1st

5:30 PM, Meeting Room, Otis Library

Members present: Sue Brofman, Stephanie Skinner, Stacey, Lois, Tom Burke, Steve Barry, Katelyn Chaffee, Diane Dyer. Also in attendance: Jeff Anderson, Adam Thibeault and Steve Smith from Downes Construction

Sue called the meeting to order at 5:30 pm.

The committee approved the previous meeting minutes.

The Downes group provided key updates.

- FRQ for the design services was drafted and comments should be returned by Monday/Tuesday.
- Downes has an updated schedule that will be distributed.
- Steve will work with Stephanie on creating a monthly report for MBLC.

Working groups shared their updates.

Construction-

- Sue reported that the selectboard asked if we could delay the library construction for five years. This is not an option as we would lose the MBLC grant covering 75% of eligible costs of the new library.

Fundraising-

- We need to continue to drive the messaging that the new library is really going to help with the revitalization of Otis and adding value to our town.

Grants-

- Stacey gave an update on current and prospective grants.

Public Input/Public Relations-

- Katelyn reached out to Tom Soules to potentially meet with him and his constituents of the Vets. This would be a great opportunity to share new building updates, receive feedback and answer questions.
- Stephanie said the library will have weekly emails going out starting next week.
- We will start having booths at library events and the farmer's market to raise awareness.
- Once we have an architect and site location we will host a public forum and continue to do so.

The meeting was adjourned at 7pm.

Respectfully Submitted,
Katelyn Chaffee, Secretary

Next Meeting: Thursday, June 5th at 5:30.