

**EAST HADDAM PUBLIC LIBRARY SYSTEM**

**PLANNING COMMITTEE MEETING**

**April 16, 2018**

**7:00 pm at the Municipal Complex (Room 3)**

**TRUSTEES PRESENT:** Bill Barney , Joanne Rocznik, Dawn Barlow, Juliana T. Ranaudo, Andrea Pascal, John Bielot, Vicki Riley

**ALSO PRESENT:** Michael Gilroy

The meeting was called to order at 7:02pm. Minutes from March 26, 2018 meeting were approved as written.

**Establish Committee:**

The committee will be comprised of 4 Trustees and 3 members of the community. The 4 trustees are Bill Barney (Chair), Joanne Rocznik,, Juliana Tryon Ranaudo (Secretary) and Janine Broe.

Joanne suggested posting a notice in the paper to solicit volunteers. Bill will draft and submit the notice.

While only 3 community members will serve, everyone in the community is welcome and encouraged to attend meetings.

The committee will meet the 3<sup>rd</sup> Monday of the month at 7pm at the Municipal Complex (Meeting Room 3).

**Goals/Long Term Planning:**

The committee will be known as the *“Library Facilities Planning Committee”*. First steps moving forward will be:

- Survey the committee to establish needs (i.e. study space, ADA accessibility, teen space, updated technology) – Mike has results from some recent surveys that he will place in the Google Drive for the committee to review. We will then look into creating an updated survey to fill any gaps and gather new data.
- Research/understand State parameters and rules – Mike will reach out to see if we can get a State library representative at one or more meetings. Ensuring we understand the State parameters will ensure we remain eligible for grants/aid.
- Funding - Begin looking into grants, fundraising event ideas and donations.
- Library Identity – The BOT seeks to remain committed to maintaining the unique library identities of both branches and if there is a new facility, both should be incorporated. The BOT will discuss plans with the endowments as necessary.

**Timeline:**

Ensure the tentative dates are kept in the Capital Plans. Consider beginning to set aside money as soon as possible.

**ADA Issue:**

The BOT maintains the official position that the libraries must be brought into compliance. The study was completed and presented to Town officials. While the line item has not been approved by the town, the BOT will continue to keep the line in the budget proposals until a long-term library plan has been committed to by the Town.

The meeting was adjourned without objection at 7:57pm.

The next meeting will be May 21, 2018 at the Municipal Office Complex (Meeting Room 3).