

1 IIsley 100 Project Team
2 Minutes of Meeting
3 July 14, 2022
4

5 Voting members:

6 Joe McVeigh - IIsley Library Board (Present)
7 Amy Mincher - IIsley Library Board (Present)
8 Dan Brown - Middlebury Selectboard (Present)
9 Farhad Khan - Middlebury Selectboard (Present)
10 Jim Gish - Public Member (Present)
11 Barbara Doyle-Wilch - Public Member (Absent)
12 Ken Perine - Public Member (Present)
13

14 Non-voting Members:

15 Dana Hart - IIsley Library Director (Present)
16 Judith Harris – Consultant/Town Liaison from Harris & Harris Consulting (Present)
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18

19 The meeting began at 10:00 a.m. in the IIsley Public Library community room.
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21 Approval of Minutes
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23 The minutes of the June 30, 2022 meeting were approved with the correction of the spelling of
24 architect John McCloud to John McLeod.
25

26 Design Example
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28 Hart shared with the Team the Fayetteville, Arkansas library project that is much larger than the
29 IIsley project and she went over the various areas within this expansion project that are the
30 same areas they've discussed for the IIsley project, but on a much grander scale. Hart said that
31 you could enter the library on two levels from a parking garage. Gish asked if a parking garage
32 had ever been mentioned in conjunction with the IIsley expansion. Perine said a parking garage
33 had been discussed a few years ago at the time of the EDI development, but based on the
34 parking requirements at that time, the spaces in the garage would be taken up entirely by the
35 uses in the structure built above it, so no additional public spaces would be created.
36

37 Communications Update
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39 Gish had no updates since he'd been away, but after the end of this meeting he'd have more
40 information on where they are in getting the project out to the public.
41

42 McVeigh said a written report was submitted to the Selectboard at their June 28th meeting and
43 that was well received, and there was also a very nice article in the Addison Independent that
44 summarized the report submitted to the Selectboard.
45

46 McVeigh said at the last Trustees meeting it was pointed out that on August 4th there is a
47 downtown block party when Main Street is blocked off in front of the library. He said Ruth Hardy
48 had suggested asking people at this event what their hopes and dreams would be for the library.
49 Perine suggested videotaping the responses and to get the opinions from different age groups
50 so you have a variety of testimonials that you can use for a future presentation to potential
51 donors. He said probably some type of release to use these videos would need to be signed by

52 the people interviewed. Gish said it would be helpful to know what event is planned for in front
53 of the Library to be sure it isn't something especially noisy. Brown suggested they reach out to
54 BMP Director Karen Duguay and Market Director Nan Carpenter to reserve a space. Hart will
55 look into all the details of this possibility.

56

57 Funding Update

58

59 Hart said Ruth Hardy has agreed to be an alternate member of the Project Team to attend the
60 meetings the week Perine is unavailable, and she brings to the Team a great deal of experience
61 with government funding. Hart also said she has a meeting set up with Fred Kenney of Addison
62 County Economic Development Corporation regarding any funding that might be available.

63

64 McVeigh asked about ARPA funds and Hart said the Vermont Department of Libraries is getting
65 \$16 million for capital improvement projects for Vermont public libraries to be dispersed through
66 a competitive grant application process that will probably begin in early 2023 and the funds must
67 be expended by December of 2026, so the timing is perfect for us and the fact we already have
68 the project in the works will be helpful.

69

70 McVeigh said thanks to Ruth Hardy's initiative, there is currently a legislature working group
71 looking into all aspects of public libraries in the state for about a year, and Hart has been very
72 active providing information to this group.

73

74 Perine mentioned there are other groups that are going to begin capital fund raising in the near
75 future so we might want to coordinate these efforts. Hart said their fund-raising consultant said
76 if these efforts begin in the next few months it's not as big a concern as it would be if they would
77 be starting the campaigns in another year. She said Ilsley's first annual campaign would be this
78 fall, and that would be a good way to introduce the library to people and to any future capital
79 campaign. Perine said these pledges are sometimes done by budgeting out several years, so it
80 might limit their ability to donate. The bond vote was discussed and the possibility of other large
81 school and town bond votes that might be happening over the next few years. Hart said it was
82 important to keep reminding the community how long the library has been waiting and has been
83 deprioritized for many years for other large projects.

84

85 They also discussed the difference between Ilsley Library that is owned by the Town and the
86 Friends of Ilsley Library that is a separate 501(c)(3) and how their funds are separate from the
87 Library yet they give money to the Library, and how this would need to be cleared up and
88 explained at the time of the capital campaign. Hart was confident these details could be ironed
89 out.

90

91 Preliminary Program Study

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93 Hart said she understood from the discussion at the last meeting, that the Team wanted to vote
94 on the Preliminary Programming Study as it is right now, and as it changes in the future
95 adjustments will be made, but for the purpose of working with the matrix they need to approve
96 what we've agreed to so far. Harris said the only thing missing now is the adjacency diagram
97 which will be necessary for the design team and Harris, Hart, and Doyle-Wilch will begin work
98 on that Monday 7.18, and then the Team needs to take this study report back to the Selectboard
99 with an update and ask for their feedback and figure out how to take this to the public for
100 feedback.

101

102 The Team reviewed the documents and data they were being asked to approve and discussed
103 how the adjacency plan is completed.

104

105 Perine moved to approve the preliminary program study as outlined in the 30-page
106 document. Khan seconded the motion. The motion carried with 6 in favor, 1 absent
107 (Doyle-Wilch). **MOTION PASSED.**

108

109 Gish said this is a great start and provides a clear direction, and Mincher said it is all based on
110 real, thought-out data.

111

112 Matrix Discussion

113

114 McVeigh said the idea is to “test drive” the matrix today using the 2017 gbA Architects plans and
115 described how they would be reviewing this based on the five options.

116

117 Harris described Option A that would be renovating and repairing the existing building in the
118 same footprint with no addition. McVeigh said the advantage to looking at Option A is so they
119 can say to people they could put a lot of money into this building, but this is all you get. Harris
120 said doing “nothing” still has a significant price tag without getting anything additionally.

121

122 Harris said Option B is to expand and renovate within the current site boundaries, based on the
123 2017 gbA plans. She said Option C is saying you would renovate and repair the existing and
124 move some of the services to a different location. She said Option D is tricky, because it
125 considers exploring an adjacent property, such as the EDI site, but this would require a
126 partnership. She said the other possibility is a property line adjustment if there isn’t enough
127 expansion space on this site. That could be accomplished by taking the upper levels of the
128 building over the parking lot with parking underneath. There was discussion as to whether
129 Option E and Option D were the same, but Perine said Option D is almost the same as E, only
130 that D would be building on land already owned by the Town whereas with Option E they would
131 need to purchase a piece of land somewhere else. There was further discussion on the
132 distinction between the options, and possible adjustments to make the options clearer.

133

134 The Team then tried out the matrix and there was debate on the importance of some of the
135 criteria and how high a score each Team member would give for each criterion. They found that
136 some of the criteria meant different things to different people, such as “compatible neighborhood
137 quality”. The Funding Viability category also caused some questions about what the proper
138 criterion in this category should include.

139

140 Hart pointed out that when they apply this matrix to the future project, they have to remember
141 that the option that gets the highest score will not necessarily be the plan they end up with,
142 because cost is also going to be a factor in the decision.

143

144 Next Steps

145

146 McVeigh asked if they should be looking to hire a cost estimator. Harris said that discussion will
147 take longer than the time they had left in the meeting, and she also thinks they’ll need an
148 appraisal of the existing building, because if it came down to the option of needing to sell this
149 current building they will need the value. She said when they get into trying to put reality around
150 options C, D or E of the matrix, they’re going to need more expertise than any of the Team
151 members have, so it might mean they would need input from a property developer.

152

153 Adjournment

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155 The meeting adjourned at 12:03 p.m.

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157 Respectfully submitted,

158 Beth Dow