

Ilsley 100 Project Team  
Minutes of Meeting  
June 29, 2023

Voting members:

Joe McVeigh - Ilsley Library Board (Present)  
Amy Mincher - Ilsley Library Board (Present)  
Dan Brown - Middlebury Selectboard (Present)  
Farhad Khan - Middlebury Selectboard (Present)  
Jim Gish - Public Member (Present)  
Barbara Doyle-Wilch - Public Member (Present)  
Ken Perine - Public Member (Absent)  
Ruth Hardy – Alternate Public Member (Present)

Non-voting Members:

Dana Hart - Ilsley Library Director (Present)  
Judith Harris – Consultant/Town Liaison from Harris & Harris Consulting (Present)  
Beth Dow – Town Liaison (Present)

Also present: Resident Victoria DeWind

The meeting was called to order at 10:00 a.m. in the Ilsley Library Community Room.

There were no changes to the agenda, and there were no comments on the minutes of 6/15/23, so the minutes were accepted as presented.

Public Comments

DeWind said she would be away for the August 9<sup>th</sup> public meeting and hoped there would be additional public meetings in early September for public input. McVeigh said the designs would be displayed in the library prior to the August 9<sup>th</sup> meeting with comment cards, and Brown said the Team would need to decide on the designs soon after the August 9<sup>th</sup> meeting, so there wouldn't be time for another public meeting. They said there is a possibility MCTV will be taping the public meeting, and McVeigh said there would be more opportunity for public input as the process moves forward.

Fundraising Update

McVeigh said the Fundraising Committee met and reviewed the list of possible donors and selected the potential donors to be interviewed by the fundraising consultant Christine Graham.

There was discussion on the funding timeline and the uncertainty of how much money will be able to be raised through donations and from the State Department of Libraries, and would we know in time to meet the deadline for determining if a bond vote will be possible at the March 2024 Town Meeting. Also discussed was the amount that the Selectboard indicated they'd be comfortable going to bond for, and Hart suggested doing what Shelburne did for their library project, which was to send out a poll to the community to see what level bond they'd be comfortable supporting. It was decided that there wasn't enough information at this point to go to the community with a survey, but hopefully if the community shows their support, the Selectboard would then be comfortable bonding for that amount.

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50 Harris said we also need to be open to taking the design that is chosen and phase the project with what  
51 money was available, and eventually work towards completing the entire project as designed.

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53 It was decided that they would keep pushing forward and try to engage the public more in the project  
54 plans.

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56 Plan for Public Presentations

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58 The plans and format for the August 9<sup>th</sup> meeting at Town Hall Theater were discussed and the  
59 importance of getting the vision of the project and the needs of the library expressed to the public, as  
60 well as public outreach once the final design firm is confirmed and the project moves forward. The  
61 option of live streaming the public presentation was discussed for those residents who were unable to  
62 attend in person.

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64 Review of Plan to Evaluate Designs

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66 McVeigh went over the schedule of the design submissions and the review process. The evaluation  
67 guidelines to be used by the Project Team were discussed, as well as what the focus of the Library  
68 Trustees and library staff will be, since they will also be reviewing them.

69  
70 Also discussed were the format for the design team presentations to the Project 100 Team and  
71 Professional Advisory Group (PAG), the decision-making process, and the calendar for the upcoming  
72 meetings.

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74 Community Engagement Planning

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76 The upcoming summer events that were opportunities to discuss the project with the public were  
77 discussed, as well as ways to get the word out about the public meeting.

78  
79 Hardy suggested using the upcoming IIsley 100<sup>th</sup> birthday celebration to build the donor list, and even if  
80 they aren't all large donors. Hart said the actual birthday is September 2024, but the kickoff event for  
81 the year long celebration would be this coming September.

82  
83 Also discussed were other outside group meetings they should plan on attending to inform them of the  
84 project once we have a conceptual design.

85  
86 McVeigh wanted ideas on how to show the Selectboard the support people have for the library. Brown  
87 said one way is to get the people out there to vote for the bond vote. Gish said if you reach out to  
88 people you need to let them know how much the bond vote will cost them personally, such as by  
89 showing an example of how much additional tax it would be each year for an average house. Also  
90 discussed were ways to show how much the library is an asset to the town, such as it bringing people  
91 downtown and helping to improve the economic vitality of the town, and even if people don't think they  
92 use the library, it does impact them in other ways.

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94 The meeting adjourned at 11:50 a.m.

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96 The next meeting of the Ilsley 100 Project Team will be Thursday, July 20, 2023 with the Professional  
97 Advisory Group.

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99 Respectfully submitted,

100 Beth Dow

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