

Middletown Springs Building Committee
August 1, 2018 Approved Minutes

Call mtg to order 7:15pm

Members present: Patty Kenyon, chair, Michael Beattie, Kristal Hier-sub clerk, Tom Hurcomb, Maureen McCormack, Fred Bradley, David Munyak, David Wright

Members absent: Kimberly Bushnell, Robin Chesnut-Tangerman

Public Present: Beth Miller

Approval of minutes of July 19, 2018. Motion made by F. Bradley seconded by M. McCormack to accept the minutes as presented. Passed

Public Comments: none

Building and Site Design:

1. See building Charter update

Sub Committee Reports:

Review Project Charter update-

Building Charter-

1. M. Beattie reported on his continued work, with the engineers and commissioners, on finalizing some of the details of the building. M. Beattie will follow up with Henry Erickson's estimate and with a potential in kind donor for concrete and will continue to work with Colin for the updated version of the drawing.

Fundraising Charter-

1. B. Miller and M. McCormack met with staff from Poultney Public Library to discuss their addition fundraising process. Their funding was based on a combination of money. The town had some surplus monies and voted to bond an amount which left the Library with approx \$150,000 left to raise. The discussion was fruitful, and they shared how they broke out specific areas of need and applied for grants to cover specific things like technology, furnishings and HVAC. They had help from an aggressive grant writer. They also made a video of interviews with local people about the Library and used that as a marketing and fundraising tool, the Librarian-Rebecca Cook, did all the filming and editing.

2. The Committee discussed the varied potential approached to fundraising messaging.

3. M. McCormack had further discussion with Christine Graham about our project. She gave MM some general advice about how to approach the fundraising work. She is sending pamphlets to help the committee get familiar with her company and how it they work. She also offered some cost estimates for some of the preliminary work that her company could do. MM will reach out to Christine to see if or her partner can attend a BC meeting as soon as possible to advise us as to how to get this part of the project underway.

4. T. Hurcomb will reconnect with USDA to get current info from them

Marketing Charter-

1. We will wait to hear the advice from fundraising experts before we decide what the marketing campaign will look like and what it will include.

Other Business

Meeting Adjourned 8:30pm

Next meeting Thurs August 16, 7pm Library

Kristal Hier, Sub-Clerk