

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Regular Meeting
Wednesday, September 25, 2013**

MINUTES

Members present: Julie Culp, Chris Darrow, Lisa Matson, Catherine McCall, Margaret McCaw, Cynthia Mello, James Russo, Alicia Wayland

Members absent: Vincent Shea

Also present: Jay Willerup (Jacunski Humes Architects)

1.0 Call to Order

Chair James Russo called the meeting to order at 7:00 PM.

2.0 Public Comment

None

3.0 Approval of Minutes of August 28, 2013 Regular Meeting

Motion made by M. McCaw and seconded by J. Culp to approve the minutes of the August 28, 2013 Regular Meeting. Vote: Yes (7), Abstain (1). Motion passed.

4.0 Continue Discussion with Design Team related to Schematic Design Phase of proposed Additions and Renovations

J. Culp reported that application for a Category #1 Project was submitted on August 30, 2013 to the State Grant Program for Public Library Construction. Category #1 Projects are those projects which create additional usable library space, such as new buildings, additions, and renovations. She reviewed the materials that were required to be included with this application which were compiled by collaborative work with the architect, J. Willerup. Action is expected by November 25, 2013.

Susan Cormier, State of Connecticut Library Services Consultant for Children's Services, met with J. Culp and L. Slate, Library staff, to discuss the plans that had been submitted. Her role is to make suggestions and recommendations regarding these plans. Recommendations will be forthcoming in written form. When these are received, the design subcommittee may need to meet.

J. Willerup reviewed the latest schematic drawings. The next step is to develop the budget for the project. He will provide the preliminary figures electronically for submittal with additional grant applications. The timeline for the project was reviewed. Design Review Board approval needs to be added.

5.0 Grant Applications

5.1 Review of Submitted State of Connecticut Library Grant Application

Reported under item 4.0

5.2 Review Status of Hugh Trumbull Adams Trust Grant Application

J. Culp has sent a draft of the application for review by the trustees. Using the State grant application and documentation, she is anticipating submission of a completed application in October.

6.0 New Business

6.1 Possible Display of Schematic Drawings at Book Sale, September 28, 2013

Discussion of this item led to consensus that the time is not appropriate for this display. A subcommittee (J. Russo, M. McCaw, J. Culp, C. McCall) will meet with the Trustees of the First Congregational Church on October 9, 2013 to share current plans.

6.2 Article of Project Status for *Lebanon Life*

L. Matson volunteered to prepare an article for submission to the November issue of *Lebanon Life* to inform the community that we are nearing the completion of the schematic design phase of the project and that applications are being made to secure funding.

7.0 Review and Approval of Invoices

None

8.0 Adjournment

Motion made by A. Wayland and seconded by C. McCall to adjourn at 7:50 PM.

Vote: Yes (8). Motion carried unanimously.

Respectfully Submitted,
Cynthia Mello, Secretary