| ACTIONS FROM DECEMBER 15, 2015 Library Facility Work Session 3 |
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| Action | Description | Owner | Complete by |
| **1** | Develop Actions List for Facility Exploration not related directly to Public Input process: * cost projections for possible facility scenarios (current facility, new facility, renovated facility—architectural, property, furniture, cost per sq. ft.)
* Foundation development
* Possible Bond campaign
* [add others]
 | ALL | At January 2016 Board Meeting |
| **2** | Develop statement or visual graph depiction of building cost trends and impact on library service delivery | FH | Work Session #4July 19, 2016 |
| **3** | Monitor EMS election date | MM | February Board Meeting |
| **4** | Send Laurie additional names for first Advisory Group list particularly for balanced community representation | ALL | 2016 |
| **5** | Present Data from School Dist. | MM | Work Session #4July 19, 2016 |
| **6** | Gather Data re meeting requests received by staff, computer class space needs, electrical outlets need, etc.Send Laurie other data needs re: facility process | LOALL | Work Session #4July 19, 2016asap |
| **7** | Report population trends impacting library services and tax revenue  | MM | Work Session #4July 19, 2016 |
| **8** | Invitations [and phone calls?] to all on list to attend one of three Focus Group dates. |  | Invitations sent early December 2016 |
| **9** | Focus Groups conducted to:* Share background of Facility Exploration process
* Have them take ‘test’ survey
* Listen to participant questions and recommendations
* Ask for feedback: “Are we considering everything we should?”
 |  | Second week January 2017 |
| **10** | Refine survey based on Focus Group input |  | Complete by March 31, 2017 |
| **11** | Send out surveys (4 weeks to return by earlyMay, 2017) |  | April 5, 2017 |
| **12** | Complete analysis of survey results and develop report of results for public posting |  | By May 21, 2017 |
| **13** | Public Hearing to take official responses to Report for the record [this can be reopened later for additional responses]\*Determine date required for public notice of this Official Hearing |  | Early June 2017 |
| **14** | Board Decision | ALL | June-July 2017 |
| **15** | ***If*** filing for Bond election is an outcome of the public input, determine timeline and Actions for that process |  |  |

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| 16 | Contact new Exec. Dir. Of Community Foundation | MM |  |
| 17 | Research Friends vs. Foundations, distribute information (check ALA Magazine article on cost canvas and Library Journal architectural issue) | LO |  |
| 18 | Contact Phil of OIPL to inquire how he estimated for new addition | LO |  |
| 19 | Resend rough building cost projections to Board | MM |  |