

Additions

to Action List since December 15 Library Facility Work Session #3

ACTIONS FROM DECEMBER 15, 2015 Library Facility Work Session 3

Action	Description	Owner	Complete by
1	Develop Actions List for Facility Exploration not related directly to Public Input process: <ul style="list-style-type: none"> • 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 #4 July 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 #4 July 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	LO ALL	Work Session #4 July 19, 2016 asap
7	Report population trends impacting library services and tax revenue	MM	Work Session #4 July 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: <ul style="list-style-type: none"> • Share background of Facility Exploration process 		Second week January 2017

Additions

to Action List since December 15 Library Facility Work Session #3

ACTIONS FROM DECEMBER 15, 2015 Library Facility Work Session 3

	<ul style="list-style-type: none"> • Have them take 'test' survey • Listen to participant questions and recommendations • Ask for feedback: "Are we considering everything we should?" 		
10	Refine survey based on Focus Group input		Complete by March 31, 2017
11	Send out surveys (4 weeks to return by early May, 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		

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	