LIBRARY & SENIOR COMMUNITY CENTER PROJECT
STEERING COMMITTEE

Monday, April 11, 2011
4:00 p.m.
Marshfield Public Library – Beebee Forum Room

Chair Coy called the meeting to order at 4:00 p.m.

Attendance: Jason Angell, Kelly Cassidy, Steve Coy, Becky Spencer, Russ Stauber, Don Zais and Lori Belongia, Steve Barg

Absent: Ruth Elderbrook, Becky Hueber-Leu, Chris Meyer

Also present: Mary Page and Joanne Ampe.

Motion by Angell, second by Zais to approve the March 7, 2011minutes. All ayes. Motion carried.

Motion by Zais, second by Spencer to accept and place on file the minutes of the March 9, 20111 Design & Architecture Subcommittee, March 24, 2011 Funding & Capital Campaign Subcommittee and the March 25, 2011 Marketing & Communications Subcommittee. All ayes. Motion carried. The revised Funding & Capital Campaign charge will be brought to the next meeting for review by the Steering Committee..

Update on the Request for Proposal for Architecture and Engineering Services: Belongia notes that RFQ (Request for Qualifications) were sent to over 40 firms and a great deal of interest has been seen. The RFP (Request for Proposal) committee is preparing an RFP. The top 10 firms from RFQ evaluation process will be invited to answer the RFP. After the RFP committee reviews and evaluates those responses, interviews will be set up for up to 5 of the firm. The interviews will take place in late June. The Steering Committee is invited to submit questions for the interviews and members are welcome to be present in the room during the interviews. The plan is to select and have a firm on board by August.

Update on the Library & Community Center CIP project: Angell reports that the CIP project was reviewed and discussed with the actual construction portion being pushed back and spread across 2014 and 2015. With this delay, the demolition of the Senior Center has also been pushed back to 2014. The CIP is set for adoption tonight. The fund raising campaign goal now is at about 2 million including donations, grants, etc.

Update on the progress with Senior Citizen involvement & transition plan: Cassidy and Zais met to review current Senior Center activities of cards, pool and other regular activities. Having pool activities temporarily relocate to the commercial pool hall were discussed and the Oak Avenue Community Center was deemed undesirable for other activities due to limited handicapped accessibility.

Coy asks about the purpose of the Steering committee at this point. Zais notes that the Steering Committee has set up active subcommittees which are caring out a number of tasks.

Motion by Zais, second by Stauber, that the next the Steering Committee meeting be held on June 13, 2011 and issue a standing invitation to representatives from each subcommittees to the Steering Committee meetings. All ayes. Motion carried.

Motion by Zais, second by Spencer, to approve tag line #7 (Marshfield Library & Community Center) from the Marketing & Communications Subcommittee minutes and eliminate the word Senior from the meeting titles from future meetings for this project. All ayes. Motion carried.

The next meeting for this group is June 13, 2011 at 4: 50 p.m. Agenda items for next month will include updates on the CIP & RFP.

Motion by Stauber to adjourn at 5:06 p.m. Seeing no other business, the meeting was adjourned.

Respectfully submitted,

Lori Belongia