



## Minutes

### MEETING OF THE LIBRARY AND COMMUNITY CENTER PROJECT STEERING COMMITTEE

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**Monday, Oct. 10, 2011**  
**Beebee Forum Room, Library**

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

Attendance: Becky Spencer, Jason Angell, Kelly Cassidy, Steve Coy, Ruth Elderbrook, Russ Stauber, and Lori Belongia

Absent: Steve Barg, Chris Meyer, and Don Zais

Also present: Joanne Ampe, Kris Keogh, Doug Barnes, David Drews and Jesse Jackson arrived at 4:45 p.m.

Motion by Elderbrook, second by Coy to approve the Sept. 12, 2011 minutes. All ayes. Motion carried.

Motion by Elderbrook, second by Spencer, to accept and place on file the minutes of the July 29 Marketing & Communications Subcommittee and the Sept. 15, 2011 Library Staff, Senior Center, City Staff, Steering Committee and Public Meet and Greet with Zimmerman Architectural Studios. All ayes. Motion carried.

Keogh explained the Design & Architecture Subcommittee's approach to assure that all facility user's concerns are addressed by having the subcommittee divided into smaller groups each taking on a particular user's point of view. Jackson noted Communications and Marketing Subcommittee progress including informational and donor brochures, a draft FAQ for the website, quarterly update newspaper articles, a Facebook page, a PowerPoint presentation draft and a list of organizations to be targeted for presentations are all in the works. Belongia reported that the Funding/Capital Campaign Subcommittee is working on project policies for naming rights and donor recognition.

The matter of establishing a Marshfield Area Community Foundation account to receive donations for the project was approved at the Oct. 4, 2011 Finance Committee meeting and goes before the Common Council for approval on Oct. 11, 2011 as part of the consent agenda.

Barnes and Drews spoke their recent visits and the need to clarify which entities will be accommodated in the Community Center portion of the project.

Establishing a task group to define the Community Center was discussed. Shirley Mook, Becky Huebner Leu, Don Zais, Gordy Sisson, Pat Saucerman, Stewart Deets, Olivia Valenza, students Columbus and MHS and from the National Honor Society, the Marshfield Home Educators, Senior Center, ADRC, museum were all named as possible members. The task group would establish a mission, address the need for staff and recommend what belongs within the project. Cassidy mentioned that an individual new to the Senior Center told her that he would like to see Ping Pong and Darts as new activities. The idea of asking one of the Leadership Marshfield groups to design and carry out a survey on the topic arose. The steering committee decided to ask the Design & Architecture Subcommittee to look at this issue.

Committee members were asked to bring milestones for the timeline to the next meeting. This will be a standing item on future agendas.

Jesse Jackson volunteered to make the first project update presentation to the Common Council on Tuesday, November 8, 2011.

The next meeting for this group is Monday, November 7, 2011 at 4: 00 p.m.

Seeing no other business, the meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Lori Belongia