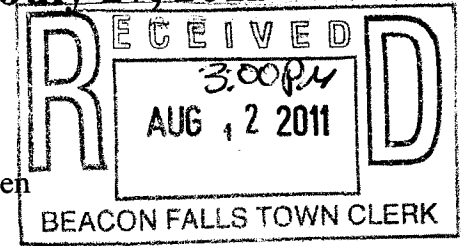


# Community Media Center Committee Meeting: July 27, 2011



1. Call to order / Pledge of Allegiance

The meeting was called to order by S. Dowdell in the Connie Christensen Children's Room of the Library at 7:06 p.m.

Members present: Linda Chamenko, Sue Dowdell, Doug Bousquet, Bob Spear, Ed Groth, Steve Ruhl, Dave Pokras, Art Daigle, and Allison Sirowich.

Members Absent: Ed Micklos

Ex-officio members/others present: 1<sup>st</sup> Selectman Susan Cable, Selectman Michael Krenesky and Gerard Smith.

2. Review of agenda – to be added to tonight's agenda a brainstorming session as #2 under New Business.

3. Minutes of June 22, 2011 meeting & Correspondence

D. Bousquet requested that the minute be amended to read "D. Sorrentino informed members the structure must be demolished as it is a liability. D Bousquet objected to D. Sorrentino's statement, disagreeing that the structure is a liability.

B. Spear requested a wording change to "Timeline of Project"-Phase 1 will begin in November 2011 -January 2012 *preliminary* designs and cost estimates will be received.

**A motion was made by D. Bousquet and seconded by S. Ruhl to approve the June 22, 2011 meeting minutes with amendment/corrections. All AYED, except D. Pokras who abstained.**

S. Dowdell introduced new committee member, Dave Pokras. His architect and previous zoning experience will be a valuable asset to the committee.

- o Copy of April 12, 2011 letter from First Selectman Susan Cable to Susan Ploss, accepting her resignation from our committee
  - o Copy of June 15, 2011 letter from First Selectman Susan Cable to Kirk Shultz accepting his resignation from our committee.
  - o Copy of June 15, 2011 letter from First Selectman Susan Cable to Arthur Daigle regarding changing the status of his appointment from an alternate to a permanent member of the committee.
  - o Invitational poster regarding the July 9 Informational meeting which was held at the senior center.
  - o Letter dated July 9, 2011 from Beacon Falls Historical Society with a copy of the resolution adopted at a special meeting held on July 7<sup>th</sup>. The entire resolution was read to members during the meeting.
  - o Clerk's Bill will be submitted to First Selectman office.
4. Review of mission of the committee  
S. Dowdell read the statement.
5. Report from Board of Selectmen  
First Selectman Susan Cable had nothing to report.

6. Reports from committee members:

i. Historical Society

- Historical Society 'tagged' house instead of items within the house
- S. Ruhl & S. Dowdell went and determined that icebox and call box were most significant items to be saved. Possibly save some lighting fixtures, especially those within the small front room which appear to be the oldest. Should save fireplace tools to determine historical value. S. Ruhl wanted entry doors to living room and dining room saved. S. Dowdell asked whether the doors would be able to be used. D. Pokras and D. Bousquet explained the fire door regulations and the possibility of where the doors can be used.
- S. Dowdell met with Historical Society president, Beverly Krenesky, to discuss features that they may want included in the CMC facility. We need to collaborate closely with this group. B. Spear would like to see a written report from the Historical Society regarding the specifications and size of room required.

ii. Possible sale of items from structures

- No sale was held. Will leave this to the Board of Selectmen as it is not within the scope of our mission.

iii. Site visits (WRHS, Canton, East Hampton)

- WRHS – two visits made. First was by E. Groth, L. Chamenko & S. Dowdell with Dr. Frank showing around. Other was made by S. Dowdell with Janice Pugliese (Librarian) to gather information. Technology was discussed with WRHS Support Tech. E. Groth explained the use of “thin client” computers, which the school hopes to use in the near future. Janice Pugliese stated the fiction collection and the internet at the school are highly used by students, along with the computers in the media center and labs.
  - Possible student participation in the project – given permission to poll students regarding their wishes within the facility
  - Dawn Stevens (from Rotary/Interact Club) will work with Dr. Frank to appoint a student adviser to our group
- East Hampton Library visited by L. Chamenko and S. Dowdell – was joint facility with senior center, no joint entrance/usage. Main message was that seniors stay all day which causes parking issues even though there are 90-100 parking spots for library patrons who typically stay 1-2 hours at most. The facility built in 1986 is felt to be too small for the 12,000 residents.
- Canton Library / Community Center visited by S. Dowdell, A. Sirowich, E. Groth, and Beverly Krenesky – this 40,000 sq. ft. renovated school housed community center with Park & Rec office, Library (16,000 sq. ft.), Senior Center, with a community room in the cafeteria of the old school. Children's Room was their old gym. There is a large Park/Rec Director office with plenty of storage. They currently use an on-line registration process for all activities. The Facility currently remains open until 10 p.m. and is generally booked the entire time. The center is also used as a shelter for the community.
- Other visits being planned
  - ▲ E. Groth & S. Dowdell to go to Darien Library – noted for technology & LEED certification
  - ▲ Other facilities with local history rooms with some collaboration with the

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historical society – S. Dowdell & Beverly Krenesky and S. Ruhl  
▲ Others to be determined as needed-Fairfield and Orange Libraries are facilities members should look at.

iv. Park & Recreation Department

- S. Dowdell attended Park & Rec meeting – asked that the Community Media Center project be placed on their agenda for the foreseeable future.

v. S. Dowdell also attended Economic Development Commission meeting to apprise them of our mission and would like at least one member other than E. Micklos to attend their meeting each month to continue to update them. Friends of Library / Library Board of Trustees

- Library Board did not meet since this committee's last meeting. S. Dowdell reports that all four candidates running for Library Board seem to be enthusiastic and can make great contribution to the Board.
- Will be exploring possibility of having Friends or Library Board host a contest having the teens develop a You-Tube video promoting the project

vi. Survey of Talents/Biographies of members

- S. Dowdell handed out copy of what she has compiled and members reviewed and approved after making any desired changes.

*First Selectman Susan Cable departed the meeting at 7:50 p.m.*

vii. Fund raising

- S. Dowdell reported that she held a preliminary meeting with E. Micklos. A case statement showing the need for the project needs to be developed. She has not heard from any of the committee members with their thoughts regarding what they feel the benefit to the community would be. One member of Friends did respond. That member's response is posted on the Friends Facebook page. Each committee member is charged with finding one person to write “What this project would mean to me (or my family....or my community)” so we can gather many viewpoints. Please get permission to include the person's name on promotional materials
- Have gathered sample 'naming opportunities' and will be working to finalize that list
- Developing ideas of sources of funds to pay for promotional materials and their mailings.
- B. Spear suggested looking into “Corporate Giving:” a recent article in the USA Today, stated several companies including “Target” helps fund libraries that are undergoing makeover renovations. He feels this would be a good starting point for the project.  
Comcast also works with community groups to advertise on their cable stations.

viii. Project time line & next steps

Selection & Town Approvals: By Oct., 2011

- Develop Community Center & Library/ Media Center scope and specifications.
- Private fund raising program. (need case statements, bios & funding)

- Beacon Falls Selectman approval of scope and funding for Architectural services for preliminary building, site design drawings and construction cost estimates.  
Architectural Services RFP/Q Bids received

*Selectman Michael Krenesky and Gerard Smith departed the meeting at 7:55 p.m.*

D. Bousquet would like to see the Selectmen hold an informational meeting for the project. He feels the facts need to be discussed with residents in order to get their support. D. Bousquet also informed the board Stamford House Wrecking quoted a price of \$48,000. for demolition

7. New Business

- i. Project name – S. Dowdell suggests that we call ourselves the CMC committee for now and table this until after we refine our building program.
  - ii. Brainstorming –Members charted ideas for a “wish/want list.  
A complete list will be available at the next meeting.
8. Announcements / Adjournment  
Next meeting will be held on Wednesday, August 24, 2011 at 7:00 p.m. in the Connie Christensen room of the Beacon Falls Public Library

**A motion was made by A. Sirowich and seconded by D. Bousquet to adjourn the July 27, 2011 meeting at 8:45 p.m. ALL voted AYE.**

Respectfully submitted,

Debbie Conte



Community Media Center Committee Clerk

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