

**Library Building Committee**  
**Otis Library**  
**April 9, 2025 – 5:30 pm**

1. CALL TO ORDER
2. APPROVAL OF MINUTES
3. WORKING GROUPS
  - a. LIBRARY BUILDING CONSULTANT – Stephanie  
Discuss the Building & Design document prepared by Marey Braney
  - b. CONSTRUCTION - Don, Stephanie, Sue
    - i. Review results of Selectboard Meeting on 4/8 re: OPM
    - ii. Hire Architect – Services must meet needs of community; use pilot project and Library Consultant for area descriptions
  - c. FUNDRAISING – Katelyn, Stephanie, Sue
  - d. GRANTS – Stacey, Steve, Celeste
    - i. Discuss status of grants submitted and other possible grants
  - e. PUBLIC INPUT/PUBLIC RELATIONS – Tom, Steve, Katelyn
    - i. Discuss plans for public input and public relations (customer relations software, website update, press releases, Wowbrary, public input forums)
    - ii. Address recent FB posts on the Otis/East Otis FB Page
4. NEW BUSINESS
5. SCHEDULE NEXT MEETING
6. ADJOURNMENT