

**TOWN OF WILLISTON
COMMUNITY CENTER SCOPING & LIBRARY ASSESSMENT
STEERING COMMITTEE
MINUTES OF MEETING
November 17, 2022**

APPROVED

MEMBERS PRESENT: Greta D'Agostino, John Butterfield, Andy Mikell, MaryClaire McGoven (via zoom), Bob Metz, Lynn McClintock. (Karla Karstens was absent).
ADMINISTRATION: Erik Wells, Town Manager; Todd Goodwin, Recreation and Parks Director; Jane Kearns, Library Director
OTHERS PRESENT: None

[Note: Minutes reflect the order of the published agenda.]

1. Call to Order

Erik Wells, called the meeting to order at 7:00 PM.

2. Public Comment – General Issues

None.

3. Welcome & Introductions of Committee Members

Erik Wells welcomed the group to the new committee. Each member of the committee and town staff introduced themselves and explained their interest in the project.

4. Review Committee Charge and Preview of Work Ahead

Erik Wells reviewed the Committee charge as adopted by the Williston Selectboard. The primary work tasks for the Committee will be assisting with community engagement around the elements residents would like to see in a future community center facility and in the library; and serving to review and provide feedback and direction of physical space configuration options presented by project consultant Black River Design. The final work product will be a report presented to the Selectboard and Library Trustees on the pros/cons of different viable options.

5. Review of Open Meeting Law

Erik Wells provided a review of Vermont Open Meeting Law applicable to the Committee as a public body.

6. Role of Chair and Vice Chair of Committee

Erik Wells explained the roles of the Chair and Vice Chair of the Committee. Primary tasks for the Chair include approving the agenda and running the meetings. The Vice Chair would take on these tasks in the absence of the Chair. Electing a Chair and Vice Chair will be on a future agenda.

7. Set Date for Next Meeting

The date of the next meeting was set for Monday, December 5th at 7 PM.

8. Adjournment

With no further business and without objection the meeting was adjourned at 8:35 PM

RScty: ewells