

**TOWN OF WILLISTON  
COMMUNITY CENTER SCOPING & LIBRARY ASSESSMENT  
STEERING COMMITTEE  
MEETING MINUTES  
August 31, 2023 at 6:30 p.m.**

**DRAFT**

**MEMBERS PRESENT:** Karla Karstens, Greta D’Agostino, Lynn McClintock, MaryClaire McGovern, and Bob Metz  
**ABSENT:** John Butterfield  
**ADMINISTRATION:** Erik Wells, Town Manager; Todd Goodwin, Recreation and Parks Director; Jane Kearns, Library Director;  
**OTHERS PRESENT:** John Hemmelgarn, Jim Duprey and Heather Mooney of Black River Design

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The meeting was held in the Beckett/McGuire Meeting Room, 7900 Williston Road, Williston, VT 05495.

1. **Call to Order**  
Karla Karstens called the meeting to order at 6:30 p.m.
2. **Public Comment – General Issues**  
There were no public comments.
3. **Minutes – August 10, 2023**  
*MOTION by Lynn McClintock and second by Greta D’Agostino to approve the meeting minutes of August 10, 2023. APPROVED 5-0.*
4. **Work Session with Black River Design**  
Consulting architects Black River Design led a discussion looking at different options for the project spaces of library and community/recreation facilities with updated diagrams from the discussion at the previous meeting. The group then examined possible evaluation criteria for different space options and discussed feedback from different stakeholder groups for the project. The Library Trustees, Recreation and Parks Committee and Energy Committee will be consulted as part of this analysis. Committee members will each complete the evaluation matrix. An overview of the data gathered will be shared at the next meeting.
5. **Other Business**  
There was no other business.
6. **Set Date for Next Meeting**  
Erik Wells will communicate with a doodle poll via email.
7. **Adjournment**  
With no further business and without objection the meeting was adjourned at 7:45 p.m.