

West Newbury Community Center Committee

Meeting Minutes

September 25, 2018

Meeting was called to order by Chairperson Vanessa Graham at 5:47 P.M. in the Senior Center.

Attendees: Vanessa Graham, Mary Harada, Theresa Woodbury, Angus Jennings Town Manager, and Peggie Poore Administrative Assistant. Packets were handed out that included the following:

Agenda, Minutes from August 13, 2018, and Fundraising Update.

There was no Public Comment

Motion by Mary, seconded by Vanessa to accept the minutes of the August 13th meeting. Passed.

An Article has been drafted for \$4000 to be used for an architect to design plans for the annex. The article was approved by the FinCom by a vote of 3-2. Angus reported that the Selectmen have recommended the article for town meeting by a vote of 3-0. The has requested the committee to go before their meeting on October 1. It is felt that the selectman want to check in with the committee and see where we are headed. Going forward Angus feels that he will be able to keep them updated as he is kept in the loop. The needs assessment and septic analysis should be in the packet that is sent to the selectman.

Question was raised as to what we felt we could accomplish the money from the article as well as what we have in our budget, approximately \$7500. We need to develop an outline of the scope of work to be accomplished and invite a few companies to give us quotes on what we need to accomplish the task. The list needs to be written clearly and specifically including number of meeting/hours involved and what is expected. Items to be included:

Feasibility of our design

Is the Annex suitable for this purpose

Expectations for the space – division of space, sound quality, storage, flexibility, possible source of revenue

Strategic Plan - Motion by Joel to suspend the strategic plan until further notice. Seconded by Mary. Passed.

Vanessa announced that Susan Babb has resigned. Susan has declined to send a representative from the library to the committee.

There have been be applications for the vacant seats. We are nearing the end of the original charge. Will the next phase of the project include this current committee or a different committee?

Fundraising Update – Peggie gave an update on different Grants that are available and the research that has been done on them. The Mission Statement would need to be adjusted for some of the application. As the committee has nearly completed the original charge from the Selectman it was decided to wait and see what the next charge would be.

Next meeting is scheduled for November 5, 2018 at 6:15 P.M. Dec 3,2018 and January 7, 2019 will be the following meeting.

Motion by Joel, seconded by Mary to adjourn at 6:50 P.M. Passed.