

Taft Library Building Committee
Updated Meeting Agenda (updated 2/26/15)

Taft Public Library
Tuesday, March 3, 2015
7:00 p.m.

RECEIVED

By Mendon Town Clerk at 8:02 am, Feb 26, 2015

7:00 p.m. Call to Order

- a. Approval of Agenda
- b. Approval of Meeting Minutes February 12, 2015

7:05 p.m. Review/Approve Final Design Drawings and Discuss Next Steps to Solicit Bids, including Process for Posting Bid Documents

7:45 p.m. Financial Update

- a. Fund Raising – update on donations
- b. Budget Review – including status of \$50K for energy efficiency upgrades
- c. Invoice Approvals – including review of approval of invoice for Sterling Corp. for moving of donated shelving
- d. Chair/OPM Spending Authorizations

8:00 p.m. Discuss Process for Approval/Sign-off of Donated Materials

8:10 p.m. Review Open Items on Decision Action Log and Donation List

8:05 p.m. Items not reasonably anticipated 48 hours prior to meeting

8:15 p.m. Thank Susan Darnell for Her Service and Wish Her Well

8:30 p.m. Next Meeting Date, Time, and Agenda

Adjournment

The listing of matters above are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Also, the timeframe for each topic is a general guideline and may not be strictly adhered to.