

Strategic Planning Committee
Tuesday, April 25, 2017 MINUTES
9:00 a.m.
Kalkaska County Library

1. Call to Order at 9:04a.m.
2. Attendance / Introductions: M. Moran, D. Needham, M. Coville, J. Roberts, L. Cervone, D. Bull, M.R. Gillooly
3. Public Comment: none
4. Unfinished Business
 - a. Review Action Items
 - i. Update on Little Green Light – A/I – **J. Roberts will see if he can extend trial period. Status: A two-week extension has been given on Little Green Light. Status: Beta testing will continue with discussion at the next SPC meeting.**
 - ii. Grants.gov – A/I – **D. Bull & J. Roberts will complete. Status: DUNS # 127542843. Waiting on S.A.M. Request, and a C.A.G.E. number to be generated.**
 - iii. Feasibility Interviews – The interviews began April 24th and run through May 8th.
 - b. Update from Committees
 - i. Grant Committee: Feasibility grant will be complete and closed by June 30th. The committee is researching other Rotary Seed grant opportunity. A suggestion of the committee was to add a volunteer form online under the New Library Project link on the KCL website. **A/I – L. Cervone & J. Roberts will review concept and discuss with TADL.**
 - ii. Communications: J. Roberts will be media point person for project.
 - iii. Property / Design Update – Demolition RFP – **A/I – L. Cervone will get in touch with Otwell Mawby and request information with a deadline. Status – An email was sent with a request for completion of action items by Friday, April 28th.**
 - iv. 472 Budget – M. Moran – **A/I – M. Moran will include Budget Balance to spreadsheet provided to the committee.**
5. New Business
 - a. Conceptual Drawings: Case for Support doc delivered for Feasibility Interviews. **A/I – L. Cervone will research when the group will need the floor plans with recognition values from c2ae.**
 - b. Updated Timeline – Group reviewed and revised timeline. **Status: Timeline sent out with the minutes.**
6. Other Business: None

7. Action Items: See above
8. Call for Public Comment: None
9. Adjournment: 9:51

Next Meeting: Tuesday, May 23rd at 9:00 a.m.