

**Vineyard Haven Public Library Building Design and Construction Committee**  
Meeting Minutes for Friday, June 8, 2018  
Held at the Vineyard Haven Public Library

**Committee Members Present:** Andrew Flake (Vice-Chair); Hal Garneau (Secretary); Amy Ryan (Ex-Officio); Jim Norton; Ben Robinson

**Committee Members Absent:** Paul Munafo (Chair); Johanna Kobran; Ian Aitchison; Sandy Pratt (Ex-Officio)

Vice chair, Andrew Flake, called the meeting to order at 4:09 p.m.

Jim Norton moved to accept the minutes from the May 29, 2018 meeting as written. Ben Robinson seconded and the motion passed unanimously.

The committee members present looked over the final draft of the RFQ and incorporated the additional comments made by Marie Maciel, the contract specialist for the Town of Tisbury. It was also agreed that Amy Ryan would be the contact person for the RFQ.

Jim Norton moved to accept the final revised version of RFQ. Andrew Flake seconded and the motion passed unanimously.

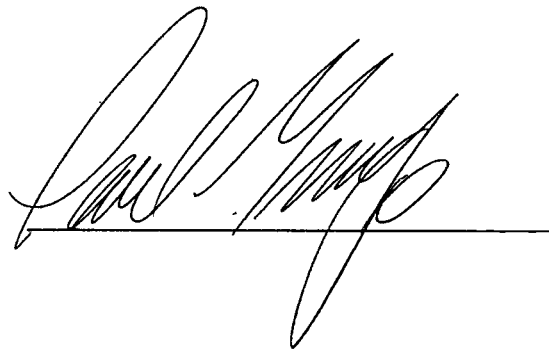
A discussion ensued as to the next step of getting the RFQ out to architects for consideration. In addition to certain postings required by the town, it was agreed to cast as wide a net as possible by posting our RFQ on a number of Architectural Bulletin Boards as well as sending out the RFQ directly to Island and regional architects. Amy asked that we all send her recommendations for specific architects to contact and said she would take care of getting the RFQ out to them.

It was unlikely that a follow-up meeting would be needed until after the RFQ had gone out and replies had been received. However, it was decided to schedule another meeting for Thursday, June 14, 2018 at 4:00 p.m. in case it was needed to facilitate getting the RFQ out.

The meeting was adjourned at 4:42 p.m.

Respectfully submitted,  
Hal Garneau

Approved 7/5/2018

A handwritten signature in black ink, appearing to read "Paul Munafo", is written over a horizontal line. The signature is fluid and cursive.