

# Library & Events Center Task Force

**October 25, 2017 at 8:00 a.m.**

Chapman Room (Room 200) • City Hall Second Floor  
401 South Park Avenue, Winter Park, Florida



## **1 administrative**

- a. Approve minutes

## **2 Informational**

- a. Branding Presentation – Winter Park Public Library
- b. Martin Luther King Park Possibilities – Parks & Recreation

## **3 action**

## **4 new business**

- a. Schedule of design reveal
- b. November 1<sup>st</sup> public meeting

## **5 adjourn**

### appeals & assistance

"If a person decides to appeal any decision made by the Board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F. S. 286.0105).

"Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office (407-599-3277) at least 48 hours in advance of the meeting."

**Library & Events Center Task Force**  
**October 10, 2017**

The meeting was called to order at 8:00 a.m.

Members present: Leslie O'Shaughnessy, Tom McMacken and Sam Stark; also present Mayor Steve Leary

Staff Members present: Troy Attaway, Brenda Moody and Michelle Neuner

Mayor Steve Leary provided a brief introduction and a general overview including the role of the Task Force. He explained the intent of the group is to provide input/advice on the following: defining the project, naming opportunities and branding for the facility, how to tie the library's branding into the project, decipher what the business plan is for this center and who will be operating the overall building and develop processes.

The Task Force members were advised that they are bound by the Florida Sunshine Law and Ethics Law.

Assistant City Manager, Michelle Neuner provided an overview of the project, the team players involved and the proposed timeline. Mr. Attaway noted that the programming/layout space has been completed and the architect is working on finalizing the conceptual design which is to be presented to staff within the next two weeks for feedback to ensure that it meets both budget and programming/layout space. Staff then intends to preview individually with the Task Force, the Commission and the Library.

Ms. Neuner provided the following:

- The existing Civic Center will be closing in June 2017; and July/August will be a salvage period.
- Demolition is scheduled for September 2018.
- Library Ribbon Cutting scheduled for June 2020.

The following decisions were made:

- Staff to provide a list of project team players, programming and schedule.
- Task Force to meet biweekly on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday's of the month at 8:00 a.m.
- The next meeting was scheduled for October 25, 2017 at 8:00 a.m. in the Chapman Room, City Hall, Second Floor.

Potential discussion items for the next meeting:

- Winter Park Public Library Branding presentation
- Parks and Recreation presentation for Martin Luther King Park possibilities
- Budget
- Addressing public input/comment

The meeting adjourned at 8:51 a.m.