1. Approval Process
   A. Met with Town Planning Department to discuss the Town’s process:
      - Disability Access Advisory Committee, (Pamela Young; before the Planning Board)
      - Massachusetts Architectural Access Board (MAAB) variance application
      - Amherst Historical Commission (Nate Malloy)
         - a few meetings;
         - Demolition Review application submitted Planning Department - Historic Commission Demolition Review - ViewPoint Cloud
      - DPW
         - Town Engineer (Jason Skeels)
         - Driveway Permit Public Works - Public Works - ViewPoint Cloud
         - Utility Marking Public Works - Public Works - ViewPoint Cloud
      - Town Fire Department (Jeff Olmstead; Chris Bascomb)- access, hydrant location; Fire Plan Review FIRE-PLAN-REVIEW-APPLICATION (amherstma.gov)
      - State Plumbing Board – gender inclusive restroom variance Submit a Variance Request to the Board of State Examiners of Plumbers and Gas Fitters | Mass.gov
      - Massachusetts Historic Commission (William Galvin) Massachusetts Historical Commission (state.ma.us)
      - Design Review Board (Jenn Mullins) – exterior finishes; signs; amenities; Design Review Application DRB-Application-Form-5-17 (amherstma.gov)
      - Planning Board (Christine Brestrup; including a Public Hearing) – 3 meetings
         - Site Plan Review Application SPR-Application-Form-6-28-2022 (amherstma.gov)
         - Special Permit Application SPP-Application-Form-6-28-2022 (amherstma.gov)
      - Zoning Board (Rob Morra; maybe...after zoning analysis); ZBA-Application-Form-08-29-2022 (amherstma.gov)
      - Building Inspector
         - Building Permit Inspection Services - Inspection Services - ViewPoint Cloud
         - Building Permit Demolition Inspection Services - Building Permit - Demolition - ViewPoint Cloud
         - Building Permit Electrical Inspection Services - Inspection Services - ViewPoint Cloud
         - Building Permit Plumbing Inspection Services - Inspection Services - ViewPoint Cloud
      - Town Council – if permanent changes are proposed for Right of Way, such as 15-minute parking or book drop
      - Tablets Standing Committee (Dave Ziomek); CPA proposal, Fall 2023

2. Design Development
   A. Library Department Heads met with FAA and Stefura regarding furnishings needs.
   B. Interior/exterior colors/finishes continued to be developed.
   C. Landscape designs continued to be developed; survey crew on site.
   D. Met with TechLogic regarding Automated Materials Handling System layout and fire code requirements.

3. Interim Locations
   A. Toured 15 Research Drive in Amherst as a possible interim location for ESL and Special Collections.
   B. Presented a draft Interim Locations Plan to the Building Committee, including:
<table>
<thead>
<tr>
<th>Location</th>
<th>Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Drive Office Space</td>
<td>3,100 + 1,500 storage</td>
</tr>
<tr>
<td>North Square at the Mill District, 59-61-63 Cowls Road</td>
<td>4,486</td>
</tr>
<tr>
<td>North Square at the Mill District, 69 Cowls Road</td>
<td>±1,700</td>
</tr>
<tr>
<td>North Square at the Mill District, 81 Cowls Road</td>
<td>±1,000</td>
</tr>
<tr>
<td>Former Boys and Girls Club</td>
<td>2,100</td>
</tr>
<tr>
<td>North Amherst Library (NAL), New Meeting Room</td>
<td>1,000</td>
</tr>
<tr>
<td>Munson Memorial Library, Large community hall and storage facilities</td>
<td>1,000</td>
</tr>
</tbody>
</table>

4. **Capital Campaign**
   A. Massachusetts Historic Tax Credits (MHTC)
      i. Met with Epsilon Associates in order to plan for our April 2023 application.
      ii. Requested a meeting with the Amherst Historical Commission in order to secure a letter of support for the MHTC application.
   B. Gave tour of Library to representatives from PeoplesBank and Easthampton Savings Bank.
   C. Gave a one-on-one tour of Library to patron wanting to see the dysfunction from the point of view of a Librarian.
   D. Attended a neighborhood house party.
   E. Attended a brunch/tour of the Library for employees of Amherst College.
   F. Supporters are increasing their total pledge amounts in advance of final Town Council vote at the end of calendar year 2023.
   G. Our Capital Campaign Committee has reached:
      i. 68% of its $7 million November 2023 (FY24) goal (from all sources)!
      ii. 39% of its $6 million July 2026 (FY27) goal (from the community)!
      iii. 34% of its $14 million July 2026 (FY27) goal (from all sources)!