Present: Starr Latronica, Lindsay Bellville, Jeanne Walsh, Sirkka Kauffman, Jane Southworth, Connie Bresnahan, Christine de Vallet, Elizabeth Tannenbaum.

The meeting began at 8:30.

Daniel and Katrina Woodworth from Office Environments were present at the meeting to describe and provide illustrated suggestions for consideration: mock up floor plans, product specifications--tables, benches, chairs, fabrics--and budget pricing. The Woodworth’s offered to load a truck and bring samples for us to see in Brattleboro. They also encouraged members of the committee to come to Burlington to visit their show room and site locations. They requested at least a few weeks advance notice in order to contact representatives.

Members of the committee thought it would be especially helpful to take a field trip to Burlington to see what products and fabrics were on display and in use. At our next meeting, we will review the information provided us to better understand the furniture plan and determine what we want to see on our visit.

We have a variety of things to consider:
- arrangements
- colors
- how much we need
- break down of cost
- what we can do now or later
- time line of ordering

A proposed time line for the Brooks Memorial Library ceiling project was provided by Anthony. Starr will be clarifying any questions with Anthony.

The meeting ended at 10:00.

Next meeting: May 30, 2019—8:30 AM

Respectfully submitted,
Connie Bresnahan