

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: _____ 12.

Date of Request: October 6, 2008

Date Request Received: October 6, 2008

Board Meeting Date Requested: October 20, 2008

Board Meeting Date Assigned: October 20, 2008

Short Title: Mike Taylor, Library Director: Planning Sessions For Public Input For New Topsail Regional Branch Library: Thursday, October 23, 2:30 P.M. And 7:00 P.M., Hampstead Library.

Request Status:
 Request is proceeding to Board of Commissioners
 More information is needed – see attached
 Request on hold – no further information needed
 Other:

Background: Library building consultant Phillip Barton will be conducting two public meetings on behalf of the county on October 23 at 2:00 pm and 7:00 pm. The meetings will be held at the Hampstead Branch Library for the purpose of allowing the public to express their opinions about what features they would like to see in the new building. This also provides the public an opportunity to ask questions of the consultant about the planning process.

Press releases have been sent to all local newspapers, signs are posted in the library, and the library's roadside sign on US 17 are all promoting the meetings to get the word out to the public. The Commissioners are cordially invited to attend if their schedules allow.

Mr. Barton will be interviewing library staff between the meetings to gather their ideas. On Friday, he will meet with representatives from county and library administration, the advisory library board, and the friends of the library group to discuss the building and planning process.

The study will result in a written building program to guide the architect. The document by Mr. Barton should be completed in December.

Specific Action Requested: No specific action is requested.

Requested by: Mike Taylor
Department: Pender County Library
Title:
Contact Phone: 259-1234
Contact Fax:

(Administrative Use Only)

CONTRACT TYPE

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
 - Federal Grantor
 - State Grantor
 - Grantor
- County as Grantor
 - County Funds
 - Other Funds:
- Revision
- For Equipment

PURCHASING Budgeted Item: Yes No
 Date Rec'd: Reviewed and Approved
 Comments on Reverse

Date Sent: _____
 Signed: _____

ATTORNEY Reviewed and Approved
 Date Rec'd: Legal Problem(s)
 Comments on Reverse

Date Sent: _____
 Signed: _____

FINANCE Sufficient Funds Available
 Date Rec'd: Not Available
 Budget Amendment Necessary
 Budgeted Amendment is Attached
 Comments on Reverse

Date Sent: _____
 Signed: _____

CLERK Signature(s) Required:
 Board Chairman/County Manager
 Other:

Date Rec'd Approved by Board: Yes No
 At meeting on M