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## MEETING AGENDA: Progress Meeting

**date:** Tuesday, July 02, 2019, 1:00 pm  
**project:** Cumberland Historical Society & Prince Memorial Library, 2019-0120  
**location:** Cumberland Town Hall  
**To:** William Shane                      Town Manager, Cumberland  
Brenda Moore  
Thomas Bennett                      Director, Prince Memorial Library  
**prepared by:** Austin Smith                      Scott Simons Architects  
**CC:** Kayla Caron                      Scott Simons Architects  
Chris Berry                      Scott Simons Architects  
Maya Gamble                      Scott Simons Architects

**meeting title:** **Progress Building Committee Meeting  
Meeting Three of Five**

1. Comments or corrections to meeting notes of June 11, 2019?
2. Review of Project Program
  1. Community Meeting Room Program
    - a. Capacity
    - b. Subdivision of Meeting Room
  2. Right sizing of the CHS program
  3. Phasing
3. Progress review
  1. Review of Floor Plan
  2. Review of Building Massing, and Elevations
  3. Historical Precedents
4. Project Schedule
  - a. Determining presentation dates for the Library Advisory Board
  - b. Presentation to the Historical Society
  - c. Community Presentation Date
5. Date and time of next meeting: Tuesday, July 16, 2019 at 1:00 pm., Cumberland Town Hall