



PUBLIC WORKS DEPARTMENT

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LIBRARY PROGRAM ROOM EXPANSION Coordination Meeting

Quinlan Community Center Conference Room
September 12, 2019, 5:00 – 8:00 PM

Minutes

Roll Call: Benaifer Dastoor, Nancy Howe, Roger Lee, Henry Sang, Jr., Dianne Thompson, Kiran Varshneya, Amando Wo, Michael Zimmermann

Visitors: Kitty Moore, Cupertino Planning Commission
Rahul Vasanth, Cupertino Library Commission
Rose Grymes, Citizen
Jim Davis, Citizen

1. Introductions

Attendees introduced themselves

2. Approval Meeting Minutes

It was discussed that the 8/22/19 draft meeting minutes needs revisions. Benifer Dastoor moved that the meeting minutes be accepted with changes. Henry Sang Jr. seconded. The motion passed.

3. Programming Exercise

Dianne Thompson led the programming exercise. She will provide the group a program document resulting from the meeting.

- A. Purpose of the Programming Exercise
- B. Roles and responsibilities
- C. Typical Building Design Process
- D. Where we are in the Process
- E. Programming Exercise

4. Next Meeting Date: October 3, 2019 5:00 – 6:30 pm TBD