

LIBRARY EXPANSION TASK FORCE MINUTES MONTHLY COMMITTEE MEETING

THURSDAY JULY 11, 2013

6:00PM

POND HOUSE

MEETING : CALLED TO ORDER BY LETF CHAIR, SCOTT CHURCHILL

ATTENDEES : KATIE NEWELL, NANCY WITTIG, GREG CHAIMOV, TOM HOGAN, MELISSA PERKINS, PAUL KLEIN, KATHY SCHROEDER, ED ZUMWALT, AND SCOTT CHURCHILL. ABSENT - LISA BATEY, CHRISTIE SCHAEFFER, FRED BRUDERLIN, AND JON STOLL.

AGENDA TOPICS :

- 1) MEETING WAS CALLED TO ORDER AT 6:05PM BY THE CHAIR.
- 2) THE CHAIR REVIEWED AND READ THE LETF CHARTER AND REMINDED COMMITTEE MEMBERS OF OUR TASKS AS DEFINED IN THE RESOLUTION FROM CITY COUNCIL.
- 3) THE NEEDS ASSESSMENT FROM FFA CONSULTANTS WAS REVIEWED AGAIN, THIS TIME FOCUSING ON THE METHODOLOGY OF SPACE STANDARDS. THE COMMITTEE DISCUSSED THE OREGON LIBRARY (OLA) STANDARDS, NATIONAL LIBRARY RECOMMENDATIONS, AND THE PROJECTIONS OF STANDARDS AS THEY MIGHT BE ADJUSTED IN THE FUTURE IN LIGHT OF THE SHIFT FROM SOME HARD BOUND BOOKS TO SOME DIGITAL BOOKS AND REFERENCE MATERIALS. IT WAS NOTED THAT THERE WERE SIGNIFICANT ADJUSTMENTS MADE BY FFA AND RUTH METZ, OUR LIBRARY CONSULTANT, IN OUR FINAL NEEDS ASSESSMENTS IN ORDER TO ACCOUNT FOR THIS PROJECTED SHIFT.
- 4) THE LETF CHAIR THEN TOOK COMMENTS FROM EACH MEMBER OF THE COMMITTEE PRESENT TO HEAR THEIR THOUGHTS ABOUT THE OLA STANDARDS AND THEIR USE FOR METRICS IN OUR NEEDS ASSESSMENT. EVERYONE PRESENT AGREED WITH THE USE OF OLA STANDARDS AND THEIR APPLICATION TO OUR NEEDS ASSESSMENT. THIS RESULTED IN A PROPOSED BUILDING SIZE OF 35,000 SQ FT. WITH THOSE FINDINGS, THE CHAIR TOOK UNDER CONSIDERATION A MOTION TO PASS A COMMITTEE RESOLUTION SUPPORTING THE NEEDS ASSESSMENT USING THE OLA STANDARDS AS PROPOSED IN THE FINAL DRAFT OF THE REPORT FROM FFA DATED JULY 2ND, 2013 WHICH RESULTS IN A BUILDING EXPANSION UP TO 35,000 SQ FT ON THE SITE OF THE CURRENT LEDDING LIBRARY. THE COMMITTEE PASSED THE RESOLUTION UNANIMOUSLY. THE CHAIR THEN NOTED THAT THIS FINDING WILL BE FORMALLY PRESENTED TO CITY COUNCIL IN AUGUST, EXACT DATE TO BE CONFIRMED.
- 5) THE LIBRARY DIRECTOR KATIE NEWELL THEN PRESENTED AN UPDATE FROM THE JULY 2ND COUNCIL MEETING NOTING THAT COUNCIL ASKED FOR A FORMAL VOTE ON THE FINDINGS OF THE FFA REPORT.
- 6) THE CHAIR GAVE A DETAILED REVIEW OF THE COST ESTIMATE BY FFA AND THEIR CONSTRUCTION ESTIMATORS. IT WAS NOTED THAT THIS ESTIMATE INCLUDED TEMPORARY RELOCATION AND RENTAL COSTS DURING AN ASSUMED 18 MONTH CONSTRUCTION SCHEDULE. IT WAS ALSO NOTED THAT THE LETF IS NOT CURRENTLY CHARGED WITH DETERMINING THE VIABILITY OF A BOND MEASURE TO SUPPORT SUCH AN EXPANSION. THE CITY COUNCIL HAS A BOND CONSULTANT CURRENTLY ENGAGED AND THAT

SUBCOMMITTEE OF COUNCIL WILL MAKE A RECOMMENDATION TO THE FULL COUNCIL ON THE SCALE AND VIABILITY FOR A SERIES OF BOND CONSIDERATIONS.

- 7) THE CHAIR THEN REVIEWED PRELIMINARY FLOOR PLANS WITH THE COMMITTEE AND DISCUSSED THE IMPACT OF MEETING ROOMS, CHILDREN'S AREA AND AREAS OF PROPOSED EXPANSION ON THE EXISTING SITE.
- 8) THE LIBRARY DIRECTOR KATIE NEWELL REMINDED ALL COMMITTEE MEMBERS OF THE \$1.3 MILLION DISTRICT FUNDING THAT COMES TO THE CITY, AND HOW LITTLE IS ACTUALLY DRAWN DOWN ON THE CITY'S GENERAL FUND TO SUPPORT THE LIBRARY. THIS WAS REVIEWED IN LIGHT OF A COMMENT MADE AT COUNCIL RECENTLY ABOUT THE CITIZENS OF MILWAUKIE BEING ASKED TO PAY A DISPROPORTIONATE SHARE OF THE PROPOSED EXPANSION CAPITAL COST. IT WAS NOTED THAT WITHOUT THE LIBRARY DISTRICT'S ANNUAL PAYMENTS, OUR CITIZENS WOULD BE RESPONSIBLE FOR A VERY LARGE COST TO RUN AND MAINTAIN THE LIBRARY WHICH WOULD REDUCE THE GENERAL FUND USED FOR OTHER SERVICES.
- 9) THE MEETING WAS THEN OPENED UP FOR ANY ADDITIONAL COMMENTS FROM VOTING MEMBERS AND THE PUBLIC ATTENDING. NO ADDITIONAL COMMENTS WERE OFFERED.
- 10) THE CHAIR CLOSED THE MEETING AT 7:10PM WITH THE NOTE THAT THERE MAY BE FUTURE MEETINGS AS DIRECTED BY COUNCIL WHICH WILL BE ANNOUNCED AT A LATER DATE.