

**NORTH LAKE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES WORKSHOP
Thursday, August 8, 2019**

Members Present: Allen Bone, Clint Hoxie, Maggie Newman, Brooke Wegner, Holly Wurl

Others Present: Jim Cary (virtually), Abbi Dooley, Mallory Witham, Connie Brownell, Karen Swan, Barbara Hammons, Shari Meyers

Meeting Called to order by Chair Allen Bone at 5:00 p.m.

ADDITIONS OR CHANGES TO THE AGENDA: None.

PUBLIC PARTICIPATION COMMENTS FOR ITEMS NOT ON AGENDA: None.

WORKSHOP:

Strategic Facility Planning: Those in attendance stated their name and position.

Allen provided a copy of Cardinal's design with suggestions from Virginia DuBrucq. Clint sent the document to Jim via email.

Jim reviewed the July 11th designs and compared them to the new designs that were emailed out prior to tonight's meeting. He walked the group through the designs. Allen noted that the new design removes two of the eastern exit doors that are currently in place.

The group then reviewed the drawing that Allen provided with Virginia's suggestions. Some of the changes had already been addressed by Abbi and others were noted by Jim to work into an updated design. Allen explained the suggestions. Maggie asked about the jag in the secure hallway where the family bathroom is. Jim replied that there is a column there that led to the jag. Allen wanted assurance that the hallway would be secure. Jim explained that the exit from the foyer will be an emergency exit only with a crash bar and alarm and the entrance from the exterior will be a secure door requiring a fob/code.

Virginia had suggested adding three windows to the west wall in the children's area that would act as seating. Discussion ensued. Abbi noted that the view on that side of the building is not as appealing with the alley, parking lot and many weeds. There is a partial view of the lake. Jim noted that it is a busy alley and there may be restrictions on adding windows. He also noted there are parts of the building on the west side that appear to have been damaged by vehicles.

The pirate ship idea was talked about, and Abbi stated that the design did not accurately reflect the staff's idea. It would not be a full boat on the floor. Holly stated it appears that this design shows the same number of shelves as are in the library now. She questioned whether the library would actually lose shelf space. Jim explained that the shelving that his team has looked at is approximately 66 inches tall with four shelves. The lowest shelf being about 12 inches off of the floor. The current design is showing the same amount of shelving, but his firm is still working on shelving calculations and will likely be adding more.

Maggie asked why the Makerspace was moved out of the children's area. Abbi explained her reasoning was to make it more easily accessible to all patrons. Brooke suggested that we could add a door to the south side of the Makerspace to make moving equipment between the meeting room and Makerspace easier. Jim noted that we could potentially lose valuable floor space.

Brooke asked about more windows for Abbi and Mallory's office spaces. She reiterated that line of sight was very important for staff and patron safety. Abbi said she would like to be able to see the circulation desk. Jim answered that more windows were an option.

Abbi added that she asked Jim to add a door at the rear exit to keep kids from going down the stairs. It will have a crash bar and alarm. This will also provide better security for the data closet.

Jim shared with the group the changes that Abbi and he had discussed via email.

- The reduction of one stall in the men's restroom is required due to spacing for ADA compliance. Jim stated that the library is still in compliance for the number of fixtures.
- Add a water bottle filler station where the existing water fountain is.
- The coffee shop area needs walls so that it can be closed when not open and a door so it is accessible from the outside. Jim noted that it is not a huge space at 120 square feet, and if the coffee idea does not work could be converted into another small meeting space.

Allen asked if the new design has the same size study rooms. Jim replied that they will actually be a bit larger.

The group then reviewed the 3D renderings of the exterior of the building. Jim noted that the awning extends about 4 feet over the entrance. Connie introduced a suggestion for a donor wall, showing a photo taken of the library in Durango, CO. Jim noted that art provides great memorial opportunities. He will come up with some options for that. The seating areas on both the northeast and northwest ends was discussed. Abbi requested planters on the bench area by the entrance.

There was a lot of discussion about adding trees to the sidewalk on the north side. Jim recommended adding lighting that would not create light pollution and would light up the sidewalk and building at night.

Maggie questioned why the northwest atrium could not be extended out fully. Jim noted that the property line against the alley is a concern. The windows have been set back to avoid damage.

There was additional discussion about adding windows on the west wall. Abbi suggested that the windows on that side be placed higher for light and not for a view of the alley. Heat and Cold were discussed, with options suggested for the atrium windows. Clint asked if there was any advantage to adding floor to ceiling windows. Clint stated that he has noted in large buildings and airports that people do not like to sit by floor to ceiling windows. Jim suggested adding panels at the floor and ceiling to keep the appearance of a storefront window without having glass all the way. Jim noted that adding light is one advantage to large windows even though the view is not great.

Clint asked if the new shelving would be fixed or movable. Abbi stated that she would prefer all flexible shelving except against the walls, so that they can be moved around for events or special programs.

Jim summarized the meeting and added that we are moving along quite well. Abbi stated that it seems that everyone is happy with the wall placement and asked if we are at a point to get a cost estimate from a contractor. Jim answered that his next step is to contact his sub-consultants. He thinks that in 2-3 weeks plans could be finalized to get the estimate. Abbi asked when the City Building Inspector will be involved. Jim answered that he wants to take a proactive approach and will be in contact with him as well.

Dates and the purpose of a next meeting were discussed. The group will wait until Jim can meet with his subs to set a date.

PUBLIC COMMENT: None.

NEXT REGULAR MEETING: The next regular meeting of the North Lake County Public Library District Board of Trustees is scheduled for Thursday, August 22, 2019 at 5:15 p.m. at the Library. A public hearing will be held prior to the meeting at 5:00 p.m. for the purpose of presenting the FY2019 Budget Amendments and the FY2020 Preliminary Budget.

NEXT RENOVATION MEETING: To be determined.

The workshop adjourned at 6:21 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Abigail J. Dooley".

Abbi Dooley, Library Director