



DECATUR PUBLIC LIBRARY

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DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES Finance and Properties Minutes

Board Members

President:

Mark Sorensen

Members:

John Phillips

Donna Williams

Amy Stockwell

Samantha Carroll

Gregg Zientara

Michael Sexton

Dr. Ngozi Onuora

Louise Greene

Date: February 14, 2019

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

Present: John Phillips (Chair)

Samantha Carroll

Mark Sorensen

Donna Williams

Amy Stockwell

Staff: Rick Meyer, City Librarian

Absent:

Gregg Zientara

Guests: Product, Architecture + Design representatives Tiffany Nash and Dan Pohrte

Call to Order:

Mr. Phillips called the meeting to order at 4:31 pm

Approval of Agenda

Mr. Meyer asked that the Space Plan presentation be moved to the top of the agenda

Agenda unanimously approved with changes

Minutes

Motion to approve the minutes with corrections by Mrs. Carroll, seconded by Mr. Sorensen, unanimously approved

Presentation by Dan Pohrte and Tiffany Nash from Product Architecture +Design

Mr. Meyer gave an overview of the presentation to be presented by Product, Architecture + Design. He said he'd asked them to add some items to the initial proposal, so the costs would be higher. He expressed his excitement about the proposed plan and suggested that the board not overly concern with cost at this phase.

The Product Architecture + Design representatives discussed the proposed floor plans and various options for change. They discussed the space available and suitable remodeling ideas. Mrs. Carroll asked if the one of the presented schemes would hamper the future operation of the Friends of the Library by reducing space. There was discussion about the consequences of the modification. The representatives discussed their ideas on meeting spaces and Maker spaces. Mr. Meyer discussed the possibility of using the lease space currently owned by the City. There was discussion about remodeling the lease space. Mr. Phillips asked if representatives could provide a plan from the existing plans that exhibits a Wow! factor. There was discussion about combining aspects of the plans and the pros and cons of the schemes. Mr. Zientara said the library could take over the additional space, with the understanding the library would pay the rent for the space. Mr. Meyer said that he had thought about increased payments and how the move could benefit the City and the library.

Mr. Sorensen said he is for adding to the Local History storage area, a quiet study space, but he is conflicted about the teen area being placed in the suggested patio area. There was discussion about what the next steps should be. Mr. Sorensen said his recommendation would be they stop discussions at this point and the committee could give feedback for alterations to be made. He said they could bring those changes back to the full board for review. Mr. Zientara asked what the outcome should be and what action was the board going to take. Mr. Sorensen said there would be questions about funding and the budget before they went further. Mr. Zientara asked who was going to pay for the project. Mr. Meyer discussed methods for proceeding with the proposal. There was discussion about the square footage, the cost and methods to fund the project. Mr. Meyer suggested that two board members could work with staff and the Product Architecture +Design group to make the process flow a little better. Mr. Phillips said he couldn't reach a conclusion without looking at the costs, he said the proposals were listed between the \$2 million to \$12 million range. He said he thought that if they proposed a \$6 million project it might be better received. He asked if they should also create a strategy of how they would come up with \$6 million. Ms. Stockwell said she thought it was important that they remain focused on a selecting a reasonable concept and discussing creating financial scenarios later. There was discussion about financing and fund raising. Mr. Sorensen asked if Mr. Phillips and Ms. Stockwell could meet with Mr. Meyer to discuss how much could be spent over the next few years to pay for some of the project, that could create a starting point. There was discussion about the financial planning and providing funding for the project and City involvement. Mr. Phillips said he was reluctant to do anything that involved spending a huge sum of money, unless they went public first, which included notifying the City Council. He said maybe they should even wait until after the elections. Ms. Stockwell stated that she thought the money came first. She also stated that she thought discussions about money were way too soon, since they were only reviewing the design concepts. There was discussion about the proposed schemes and the library's needs. Ms. Stockwell said she would also need to know what the library's basic resources are and how they are covered financially, then she would feel more comfortable talking about what could be spent on projects. There was discussion about the payment arrangements between the City and the library and what is covered in the rent payments.

Check Register

Mr. Phillips presented the check register. Mr. Meyer said that the new computers would show up on the check register. Mr. Meyer discussed some of the other charges, motion to approve the check register by Mr. Sorensen, seconded by Mr. Phillips, unanimously approved

Parking Lot/Annex Discussion

Mr. Sorensen reported that he and Mr. Meyer had met with Mayor Julie Wolfe and City Attorney, Wendy Morthland. He said they were provided some rough estimates on the parking lot re-modification by Mr. Zientara. He said that since the City Manager and the interim City Manager were both no longer in office, he has been pushing for the mayor and city council to move forward on approval of the project. He reported that they had a good meeting. He said the City had bookmarked a certain amount to do the project, but Mr. Zientara estimated it would cost more. He said Mr. Zientara had also provided them with a certain number that he would be comfortable spending on the parking lot project. Mr. Sorensen discussed some of the changes that had been recommended for the original proposed plan. He discussed his efforts and desire to get the project on the City Council's agenda as soon as possible. There was discussion about the modifications that were being made in order to lower the cost and additional changes that could be made. Mr. Sorensen reported that he and Mr. Meyer had met with some of the mayoral candidates and City Council members and given them a tour of the library.

Mr. Phillips recommended that Mr. Sorensen inform the full board on his intentions to contact the City Council and Mayor Wolfe about the parking lot. Mr. Sorensen said he would then ask the board to vote on a resolution about the parking lot, which they could send to Mayor Wolfe and the City Council.

Other

Mr. Meyer reported that he had been informed that the State was discussing introducing legislature that would put caps on library reserve funds. Ms. Stockwell said she would be meeting with Mr. Meyer to review the finances in order to catch up on the library finances. There was discussion about the recent committee appointees and who would chair the committees.

Adjournment

Move to adjourn by Mr. Phillips at 6:22 p.m., seconded about Mrs. Williams, unanimously approved

Scribe,
Robert L. Edwards
Assistant City Librarian

Approved by the Board of Trustees on 4/11/2019