



**Board Work Session  
Tuesday January 26, 2021  
Rodriguez Annex**

## **Minutes**

**Board Present:** Karen Esvelt, Guy Chittenden, Royce Embanks, Stephen Hillis, Susan Stovall

**Staff Present:** Jane Ellen Innes, Laura Jones

### **I. Call to Order**

Chairperson Karen Esvelt called the meeting to order at 2:05 pm.

### **II. Acceptance of Agenda and Establishment of a Quorum – SS/GC w flexibility**

A quorum was established. It was moved by Susan Stovall, seconded by Guy Chittenden, to accept the agenda with flexibility. Motion passed unanimously.

### **III. Public Comment**

There was no public comment.

### **IV. Updates**

#### **A. Jefferson Library Association Endowment Foundation Update**

Innes reported that several members of the Jefferson Library Association Endowment Foundation have asked about adding members. The group discussed the Association's organization and a process for recruiting members to any of the Association's sub-committees. Stovall and Innes will work together to draft updated bylaws and member responsibilities. Additionally, a recruitment timeline, recruitment plan, and resignations of current members who don't want to serve to resign and resubmit

They will then work with the Association officers to finalize bylaws and position descriptions. Any resignation should be in writing to the Association Executive Committee.

#### **B. CRF**

Innes is preparing a final report on how the Library spent its grant money.

#### **C. Budget Committee Update**

Innes reported that Colleen Fletcher has agreed to join the JCLD Budget Committee. She replaces Chuck Alexander, whose term expired in 2020.

### **V. Property Discussion**

The Board discussed three options for moving forward with Library expansion. The condition of the Rodriguez Annex initiated the discussion. The property is at a point when many updates and repairs are needed, and all present discussed how this influenced the Library expansion decision. The three scenarios are:

1. Establish a new building at a new location.
2. Establish a new building on the existing Library location

3. Demolish the Annex and add-on/remodel the existing property.

Each Board member shared his/her thoughts about each option. Discussion followed. After the discussion, all present recommended tearing down the Annex and adding on to the existing Library.

The Board discussed how to proceed.

1. Determine the cost for replacing the Annex roof and its cost/benefit.
2. Determine the cost of demolishing the Annex
3. Prepare an RFP/RFQ for an architect

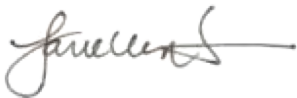
Once an architect is selected, additional planning can begin. Staff will prepare a draft of the RFP/Q and present it at the February Board meeting. Additionally, the recommendation to add-on to the existing building will be finalized at the February meeting.

A few other considerations were identified: (1) save some wood from the Annex, (2) incorporate the history of Madras into interior design, (3) gather initial information from on elements to include in a new building.

#### **VI. Adjournment**

At 2:28 pm, It was moved by Stovall, seconded by Royce Embanks to adjourn the meeting. Motion passed unanimously.

Respectfully submitted,



Jane Ellen Innes  
Secretary to the Board