



**District Work Session
Tuesday, June 15, 2021**

Minutes

Attending

Board: Guy Chittenden, Royce Embanks, Karen Esvelt, Stephen Hillis, Susan Stovall
Staff: Jane Ellen Innes, Laura Jones

I. Call to Order

Chairperson Karen Esvelt called the meeting to order at 3:44 pm.

II. Establishment of a Quorum

A quorum was present.

III. Public Comment

None.

IV. Facilities – Existing and Proposed

The work session began when Susan Stovall distributed two documents: one related to library planning, and the second document identified the general steps in planning for a new building. After review the Board concurred that it was beginning the project in line with the preliminary steps and decision to build. They discussed the purpose and benefit of hiring an owner's representative; and further discussed the timeline for hiring an architect and project manager.

Additional topics

- Community outreach plan
- Generally identified what secondary research needs to be collected
- If the Library needs to rent storage containers a reminder to notify the City.
- Auxiliary buildings
- Review existing documentation and update with newer information

Next steps:

1. Annex and 8th street duplex demolition
2. Determine need for owner's representative
3. Architect Request for Proposal
4. Select architect

Board Requests

1. Feasibility of Heritage Center for genealogy uses
2. Survey other similar sized libraries.
3. Attend City Council meeting – present update on library

4. Research architect and/or project manager
5. Identify demolition date
6. Identify existing funds designated for building and improvement
7. Grant possibilities

XI. Adjournment

With no further business before the board, the work session was ended at 5:35 pm.

Respectfully submitted,

Jane Ellen Innes
Secretary to the Board