

# Minutes

Henika District Library  
Building & Grounds Committee Meeting Minutes  
July 7, 2023

- I. Call to Order 11:01
  - A. Members Present: Fryling, Marsh, Augustin, Byville
  - B. Members Absent: None
  - C. Staff Present: Cierra Bakovka
  
- II. Augustin motioned to approve the agenda, seconded by Byville
  
- III. Approval of Minutes: motioned by Augustin, seconded by Fryling
  
- IV. Unfinished Business
  - A. Parking lot adjacent to Library: proposal from attorney has been obtained, to be discussed at next Board mtg
  - B. Construction manager discussion
    1. Revisit Needs/Wants list; include cost
    2. Cierra spoke with a local library director regarding the contractor they used (CSM). Then spoke with one of CSM project managers, not a positive interaction and did not speak like pre-construction groundwork is where they want to start.
    3. Cierra suggested that if the committee would like another option for a construction manager that they reach out to Engberg Anderson Architects for a comparison to Triangle. Will decide following Triangle's Proposal
    - 4.
  
- V. New Business
  - A. Information from ALA conference:
    1. Top 5 mistakes made Renovating your Library- see handout
      - a) Not building the right team
      - b) Not designing for the missing person
        - (1) Could hold discussions with local leaders (i.e. schools, churches, WIC, Tribal group)
        - (2) Could contact consultants or have Triangle assist
        - (3) Could try a new community survey once community is made aware of intent to expand
      - c) Not analyzing your current space

(1) Heat mapping – flow of patrons within the library to show trends for circulation and how to arrange elements of library

(2) Could contact Consultant suggested at ALA: Thirdway Space- David Vinmajuri or like company for input

d) Not staying engaged

e) Ignoring the politics

(1) Local changes in city businesses. Flow of the changes in local business has not impacted library in the past, is not a factor in our decision making.

#### B. Triangle's Proposal

1. Cierra: very pleased with the proposal. Sounds like a lot of support for her to be able to handle the entire process of construction.
2. Tami: 'support' for this process is priority. Impressive presentation.
3. Gary: Process has been in place for years to have the money to begin first steps. Points out need to consider new building vs modifying an existing building.
4. Meghan very pleased with Triange proposal. No objections with starting the process.
5. Motion to Bring recommendation to Board for decision to hire Contractor/Consultant by Fryling, seconded by Marsh
  - a) Fryling: Yes
  - b) Marsh: Yes
  - c) Byville, left prior to vote

#### VI. Around the Table

- A. Marsh: worried we are not considering all options for where to put a our new library. Still wants to consider the Metro Building and would like to follow up with Broadstone with a follow up letter. Can bring his proposed letter to the next Board Meeting; Building committee will approve.
- B. Augustin: proposes giving the above question to the Board in August. Be prepared to set next
- C. Will ask Triangle to come to August Board meeting
- D. Reminder to committee members to remember we haven't made a decision on which site yet. Too much time being spent on side discussions.

#### VII. Adjournment 1:03 Motioned by Augustin, seconded by Fryling