



MEETING MINUTES

JLG 12082- GFK Public Library

Meeting Date: October 2, 2014

Issued: October 3, 2014

Issued By: Scott Jordan-Denny

This report states our understanding of the matter discussed and the decisions and/ or status reached. Each person receiving a copy of this report is asked to review it promptly and notify the office of JLG Architects of any errors or omissions.

Meeting Information:

Date: Thursday – October 2, 2014
 Time: 2:00 pm
 Location: JLG Conference Room

Attendees/Present: (if checked)

- Brian Schill
UND/ Grand Forks Public Library
- Wendy Wendt
Grand Forks Public Library
- Todd Feland
City of Grand Forks
- Fawn Behrens-Smith
UND/ Grand Forks Public Library
- Gary Malm
Grand Forks County
- Doug Carpenter
Alerus Financial
- Lonnie Laffen
JLG Architects
- Tracy J. Jordre (on phone)
JLG Architects
- Scott Jordan-Denny
JLG Architects
- Traci Lesneski
MSR Design

Topic/Items of Discussion/Action Items	Action By	Deadline
TOPIC		
1. Scott and Brian reported on 9/19/14 briefing with Bret Weber. <ul style="list-style-type: none"> • Bret generally agreed with the direction of the Site Selection Recommendations. He questioned some of the details of selected categories of some of the site assessments, but did not have any major disagreement. • From his perspective Site 4 (Grand Cities Mall) is by far the second best site after the downtown site. He questioned the report assessment, believing that there is available land for parking, buildable area, expansion potential and mixed-use potential. • Bret will follow-up with any additional comments or perspective upon further review of the details of the report. 		
2. Lonnie and Brian reported on their individual briefings with Ken Vein. <ul style="list-style-type: none"> • Ken is in general agreement with the project direction. He had no issues or additional comments. 		
3. Discussion regarding Strategy and Action Plan for a Fall 2015 Referendum. <ul style="list-style-type: none"> • A detailed timeline was outlined on the whiteboard. (See attachment to email, JLG will consolidate information and update team) • Selected Highlights: <ul style="list-style-type: none"> ○ Mid-September 2015: Special election for library and ‘basic infrastructure’. ○ Mid-June 2015: Council resolution supporting library for referendum ○ Mid-May 2015: Final Report to Council ○ Mid-March to Mid-April 2015: Planning & Estimating ○ Mid-Jan to Mid-March 2015: 3 Public Forums, listening & building support ○ Late November 2014: Working Session with full Council (public meeting) ○ October to November 2014: Briefing individual Council members, mayor, advocates and challengers. 	JLG	10/10/14

<ul style="list-style-type: none"> ○ This timeline supports a Spring 2016 construction start. 		
<p>4. Scott presented an updated Library site plan and floor plan.</p> <ul style="list-style-type: none"> ● The site remains basically unchanged from the last meeting. More detail was provided at the book drop, book mobile parking and a utility area. Parking count is 71 spaces. ● The first floor of 33,000 GSF houses: Marketplace, Customer Service, Meeting & Collaboration Spaces, Hands-On Lab, Children, Administration and a portion of Support spaces. The public Marketplace now provides access to Alerus Bank, the Coffee Shop, two Meeting Rooms, the Hands-On Lab and the Library Marketplace. An indoor parking area is provided for the Book Mobile. ● The second floor houses: Adult, Teen and the remainder of Support ● Below Grade parking count is 82 spaces. ● Total on-site parking is 153 spaces. It is expected this will fluctuate as details are refined. ● Discussion: <ul style="list-style-type: none"> ○ Book drop, Book Mobile parking and Utility area are somewhat congested. Continue to refine details. ○ Access to Children's and Second Level vertical transportation are somewhat congested. Continue to refine details. ○ Central High School faculty parking vertical transportation core is too far away from the High School. Explore a location near the north corner, adjacent to the auto ramp. ○ Continue refining plans to next level of detail 	<p>JLG/MSR</p> <p>JLG/MSR</p> <p>JLG/MSR</p> <p>JLG/MSR</p>	<p>10/16/14</p> <p>10/16/14</p> <p>10/16/14</p> <p>10/16/14</p>
<p>5. Next Steps:</p> <ul style="list-style-type: none"> ● Define '21st Century Library'. Information to support presentations to Council, Mayor, Public Forums ● Meet individually with Council members, advocates, challengers to build support. Todd will orchestrate over the next 2 to 3 weeks depending on individual schedules. Meeting content to focus on Site Selection, 21st Century Library and Referendum Action Plan. 	<p>JLG/MSR</p> <p>Todd/Lonnie/Scott</p>	<p>10/16/14</p> <p>10/23/14</p>
<p>Next Meeting to be held: Thursday, October 16 at 2:00 - JLG Office</p>		