



MEETING MINUTES

JLG 12082- GFK Public Library

Meeting Date: October 16, 2014

Issued: October 17, 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 16, 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 (on phone)
MSR Design
- Isaac Karley
JLG Architects

Topic/Items of Discussion/Action Items	Action By	Deadline
TOPIC		
1. Fawn reported on 10/14/14 briefing with Dana Sande. <ul style="list-style-type: none"> • Dana is a supporter of the project and of the downtown site. He simply questions if voters will pass it, especially in light of the previous strong ‘no’ vote. • He was leery of building ‘expensive’ below-grade parking, especially if most was dedicated to the High School. • He believes there is an opportunity for high-end condos above the Library • He floated the idea of a +/--\$10M Children’s Library with +/--\$4M for remodeling the existing library as a project which might get stronger voter support. • He questioned combining the Library referendum with other basic infrastructure projects. 		
2. Scott and Wendy reported on their 10/10/14 briefing with Jeannie Mock. <ul style="list-style-type: none"> • Jeannie is a supporter of the project and of the downtown site. • She recommended an additional City Council working session to occur between the late-November session and the May Final report to the Council per our Referendum timeline. • She floated the idea of using the City’s 311 line as a possible means to engage public commentary. • Traci commented that MSR has seen successful use of on-line surveys, Google surveys, Survey Monkey, etc to reach out for public input. 		
3. Isaac Karley reported on the 10/13/14 briefing with Mayor Brown. <ul style="list-style-type: none"> • Mayor Brown is a supporter of the project and of the downtown site. 		
4. The team wondered if we should be meeting with additional supporters or detractors.	Scott	10/30/14

<p>Hal Gershman? Former City Council members who support the last library referendum effort? Scott will discuss with Todd.</p>		
<p>5. Scott presented the 'Library of the 21st Century' document (see attached powerpoint)</p> <ul style="list-style-type: none"> • Traci recommended that when discussing the 'Yesterday-Tomorrow' section be sure to assure that the activities of the library of 'yesterday' still occur in the library of 'tomorrow' – there is simply more additional activities and programs occurring in the 21st Century library . • Traci and Wendy will review the program for minor adjustments. For example, moving the Book Mobile into a garage within the Library at street level. Add a book printer/publisher? 	Traci & Wendy	10/30/14
<p>6. Traci presented the updated Library plans, which have an additional level of detail added, plus a preliminary furniture layout. (see attached powerpoint). Wendy liked the overall direction, layout and seating along the windows. Summary of the discussion and potential adjustments:</p> <ul style="list-style-type: none"> • Explore moving the Children's Program Room to be closer to the front entry. Explore moving the Large Meeting Room to be adjacent to the Program Room, potentially with a 'back door' to allow easy relocation if a children's program exceeds expected attendance. • Explore the addition of an 'Espresso' book printer/publisher to support the writers group or geneology research and printing. • Friends of the Library space on the second floor should be on first floor. Explore Friends of the Library book selling space/shelving/display cases within the Marketplace. Explore year-round sales rather than 2 or 3 large events per year. Ongoing sales should reduce the need for Friends of the Library storage area. • Director's Office and Board Room should be located adjacent to the windows. Provide glass walls to assure natural light into adjacent open office spaces. • The first floor Mechanical Room should move to the second floor to assure adequate wall area for louvers, intake and exhaust. • On the second floor, move Large Print to be closer to the top of the stairs and elevator for easier access by Seniors. • We noted that the elevator/stair from the below-grade parking has not yet been relocated to the corner nearest the High School. The next version will address this issue. 	JLG & MSR	10/30/14
<p>7. We skipped the Rapid Response Benchmarking and will reschedule this exercise for a future meeting when more attendees are present.</p>		
<p>8. Scott outlined progress on the Billings Library site visit</p> <ul style="list-style-type: none"> • Proposed attendees for the 7 available spots are: <ul style="list-style-type: none"> ○ Todd ○ Bret ○ Dana ○ Wendy ○ Fawn or Corey ○ Jon Holth or Kristi Mishler ○ Scott • Possible dates are: 10/30, week of 11/3 is questionable for the Billings team, week of 11/17 • Logistics: 3 hr flight time to Billings + 30 min refueling stop. 2:40 hr return flight with 30 min refueling stop. +/- 4 hrs in Billings. 		
<p>9. Next Steps:</p> <ul style="list-style-type: none"> • Refinements to plan • Continue to meet individually with Council members, advocates, challengers to build support. Crystal and Doug scheduled for 10/20. Terry, not yet scheduled. 	JLG/MSR Scott/Todd/Brian	10/30/14 10/20/14

• Finalize Billings trip	Scott	10/20/14
Next Meeting to be held: Thursday, October 30 at 2:00 - JLG Office (unless trip to Billings occurs on 10/30)		