

January 12, 2009

Meeting: Library Task Force for Revitalization
Thursday, January 8, 2009
Grand Forks Library Meeting Room

Members in Attendance: Jim Hovey, Caprice Benoit, Doug Carpenter, Kenneth Dawes, Ginny Dullum, Paul Holje, Dorette Kerian, Carol Lamberson, Kathy McFarlane, Brian Osowski, Ann Pederson, Brian Poykko, Jeff Regimbal, Brian Schill, and Susan Mickelson

Members Absent: Rhonda Schwartz

Also in Attendance: David Haney and Toni Vonasek

1. Chair Jim Hovey called the meeting to order at 7:00.
2. Motion by Doug Carpenter to approve minutes of the December 11, 2008, Task Force meeting as distributed. Second by Caprice Benoit. Carried unanimously.
3. Upcoming meeting topics – The information gathering stage is scheduled to continue through January, with plans to craft, approve, and distribute the RFP for a library consultant in February. The group agreed that bi-weekly meetings are sufficient this month. Next meeting was scheduled for Thursday, January 22, 2009, at the library.
4. Additional public input gathering was put on hold for the present, with the thought that a consultant, when hired, will have specific requests for the process. Volunteers willing to serve in the capacity of a Committee for Focus Group Establishment, if and when the need arises, are Lana Rakow, Brian Schill, and Ginny Dullum. It was noted that at some point, all members of the Task Force will be needed to help generate interest and interface with appropriate audiences throughout the community regarding plans for the library.
5. Valuation of current library building – A couple of members suggested the need to obtain a professional assessment of the current library building for valuation purposes. Brian Poykko volunteered to approach local contractor(s) to determine whether someone would be willing to accept this assignment on a pro bono basis.
6. Committee for Consultant List Group – Discussion was held regarding the process of preparing and distributing a Request for Proposal to solicit and hire a Library Consultant. Crafting the RFP will be the first step. Susan Mickelson volunteered to contact Beth Postema to obtain a copy of the RFP that was used by the Fargo Public Library at the start of their process. Dorette Kerian will communicate with GF City staff to obtain more information on the city's framework for the RFP

process. Jim Hovey will check into the possibility of existing legal stipulations. Volunteers to serve on the committee for researching and preparing a library consultant list group: Ann Pederson, Paul Holje, and Caprice Benoit. This committee plans to have an initial report for the January 22 meeting.

7. Committee for Funding – \$35,000 is earmarked in the Library’s 2009 budget to help fund a consultant’s services. It is most likely that fees will exceed this budgeted amount, so volunteers were solicited to approach City Council and the GF County Commission and request additional funds. Doug Carpenter, Brian Osowski, Kathy McFarlane and Jim Hovey agreed to serve in this capacity. A potential range for consultant fees will be determined before funding requests are made. Ann volunteered to check into the possibility of grant funding.
8. The meeting was adjourned at 8:15 p.m.
9. Next Meeting -- Thursday, January 22, at 7 p.m. in the Library board room.

Duly submitted,

Susan Mickelson
Recording Secretary