

March 30, 2010

Meeting: Library Task Force for Revitalization
Thursday, March 25, 2010 – 7 p.m.
Grand Forks Library Meeting Room

Members in Attendance: Doug Carpenter, Ken Dawes, Jim Hovey, Dorette Kerian, Brian Osowski, Ann Pederson, Brian Poykko, Lana Rakow, Jeff Regimbal, Brian Schill, Rhonda Schwartz, and Susan Mickelson

1. **Call to Order** -- Jim Hovey called the meeting to order at 7:08 p.m.
2. **Minutes** – Motion by Dorette to approve minutes from the March 11 meeting. Seconded by Brian Osowski; unanimously carried.
3. **Site Selection** – Discussion was held regarding the 12 possible sites that have been ranked and scored by Library Consulting, PA. The most recent addition to the list is a location on Duke Drive, across from Sertoma Park.

Motion by Doug to narrow the site selection list to six contenders and initiate conversation with the land owner and/or broker representative of each property. Seconded by Dorette; unanimously carried. The six sites for further consideration are:

- #1 – East of the Alerus Center
- #2 – 32nd Street, south of Center Court
- #3 – Former Office Depot location near Columbia Mall
- #4 – Leever's location on Washington
- #5 – New construction on current Library site
- #6 – Duke Drive

4. **Site Acquisition Committee** -- Jim Hovey, Doug Carpenter, and Mike McNamara volunteered to serve on a committee to make initial inquiries regarding the six sites under consideration. Committee members will approach the current property owners to determine availability, opportunity for price negotiation, possibility of a 1031 exchange for the current library property, and approximate timeline for acquisition. They will also contact the City Assessor's office to determine appraised value of the current library property.

All Task Force members were asked to study the scores and rankings of the six properties under consideration and to make revisions and corrections as appropriate. Susan will distribute updated site sheets via email before the end of the week. Members should come to the next meeting with any recommended scoring changes. We will discuss as a group and make revisions before releasing the final information to the public.

5. **Retaining an Architect** – Task Force members discussed possible timelines for the remaining phases of the project. Assuming that construction would get underway in spring of 2011, it was determined that the process for selecting an architect should begin as soon as possible. Motion by Dorette to develop a draft RFP and to request approval from the Library Board for initial distribution on April 9, with the intent of making a decision on the architect by June 17, 2010. Seconded by Ann; unanimously approved.
6. **RFP Committee** -- Brian Poykko and Jeff Regimbal agreed to serve on the RFP Committee and work with consultant Barry Pettit to prepare a draft that will be presented to the Library Board for approval at their next meeting on April 8. It was suggested that a copy of the final RFP be hand delivered to each of the architectural firms in Grand Forks.
7. **Next Meeting** -- The next meeting of the Task Force will be held Thursday, April 15, at 7 p.m. in the Library Meeting Room.
8. **Adjournment** -- The meeting was adjourned at 8:40 p.m.

Duly recorded,

Susan Mickelson