

## Oregon Public Library Building Committee Meeting Minutes

Tuesday, May 25, 2021 at 5:00 PM

Location: \*Please note: This is a teleconference meeting

1. **Call to order** Jenny Nelson called the meeting to order at 5:02
2. **Roll Call** Present: Jenny Nelson, Kyle Severson, Amanda Peterson, Jenna Jacobson, Amanda Heath, Lindsey Honeyager, Brent Teske, Elise Cruz (Village Planner), Jennifer Endres Way (Library Director), and Laura Dewey (recorder). John Bieno and John Bonsett-Veal were excused.
3. **Adopt/amend agenda** Motion by Severson to adopt the agenda as written. Teske seconded. Motion carried 7-0.
4. **Approve/amend Minutes from 4/27/2021** Motion by Teske to adopt the minutes with one change in 7e striking “fit” near the end of the sentence. Peterson seconded. Motion carried 7-0.
5. **Public Comment** *Up to fifteen (15) minutes will be provided for community input, with each speaker afforded three minutes; otherwise the agenda will proceed as posted.* There were no comments
6. **Discussion Items**
  - a. Update on Plan Commission Meeting 5/06/2021 – Cruz reported the Planning Commission is reviewing three options for the parking requirements on the Main Street site: reviewing and possibly amending the commercial/industrial zoning code put in place in 2006, Look at the off-site codes in relation to using the school district parking lot across Main Street during non-peak school function hours, and exploring the purchase of a parcel of land owned by Oregon Farm Center. The Plan Commission meets again on 6/03.
  - b. Review of Village Planner Elise Cruz’s Memorandum to Village Board re: Potential Options to Pursue for New Library Site on N. Main St. (5/14/2021) and Update on Village Board Action (5/17/2021) – Cruz stated the Village Board is pursuing all three options to hopefully get to clarity on the number of available parking spaces needed to move forward with the project. If the Planning Commission wants to change the code, there will need to be an official Zoning Text Amendment written. More information is expected by mid-July. At the June 3<sup>rd</sup> Plan Commission Meeting, Cruz will be presenting a side-by-side analysis of Fort Atkinson’s Zoning Code that was updated last fall in comparison with ours from 2006. Peterson, a Village Board member mentioned, that she brought up at the Village Board meeting that one possibility would be for the new library to be in a different village-owned land property across from the new Village Hall. There would be more acreage but could be other challenges with that property. Way stated we want to get this project right and we will continue to work through the solutions for the Main Street location but it is good to have an alternative, if necessary.
  - c. Update on New Library Project Status, Timeline, and What’s Next: Way reported the Library Board is accepting applications for an Owner’s Rep until June 2<sup>nd</sup>. The plan would be to have the Owner’s Representative assist with hiring the architect. The tentative timeline is to begin bidding for construction in Spring 2022 and begin building Spring/Summer 2022, but this will depend on site considerations and when the architect is able to get started (hopefully in July!). The library is still accepting donations and will continue to do so until the Donor Wall is designed.
  - d. Review of Interior Conceptual Design Plans and Create Wishlist of Aspects to Change or Improve and Opportunities to Explore-
    - Drive Through Pick-Up Window
    - “Location” for a Community Education staff person
    - Kitchenette for large meeting room
    - After-hours accessible meeting room/more exterior doors/extra security with key cards
    - Include Geothermal

- Ensure that it is planned for Solar Energy, even if not included right away
- More windows to overlook the greenspace in the SW corner
- Opportunities for outside spaces for programming, patron use (Extension from interior to exterior spaces, especially in light of COVID-19)
- Ability to view the greenspace from the street during closed hours
- Thoughtful solutions to acoustics and the open stairwell design with the 1<sup>st</sup> & 2<sup>nd</sup> floor noises especially with the 2<sup>nd</sup> floor designated a more quiet area
- Space for community art inside and outside – Way mentioned there was a donation in memory of a local community member that contributed specifically for art, so we have the beginnings of that fund.
- With the likelihood of losing the Burr Oak Tree on the property, thanks to a donation by Starc Traxler, there is a sapling from that tree available for the library to plant and continue the tree's legacy. The possibility of a photo was also mentioned.

Many positives about the current concept design were shared.

- Libraries are needing more community spaces and variety of spaces will meet the community's needs including the maker space, study rooms, meeting areas.
  - The community opinions have been brought into consideration which is a positive.
  - The conscious decision was also made to put the children's area on the first floor and teen area on the second floor to give each the space they need.
  - There will be a conversation with library staff on what improvements could be made to the existing plan as this level of refinement was not included in the initial conceptual design.
- e. Next Steps – The Building committee will meet in June. Way will report back on any update from Plan Commission or Village Board meetings. Hope to hire the architect by July.
- f. Possible Selection of Future Meeting Date(s) – June 15<sup>th</sup> at 5:00 is the next scheduled meeting. If a meeting is not needed at that time, an email update will be sent. Once the architect has begun the project, the meeting schedule for this committee will become more ambitious.

#### **7. Potential Future Agenda Items**

- Access for Bikes & Pedestrians
- Water Management
- Parking Count/Layout
- Landscaping/Trees

#### **8. Adjournment** Peterson made the motion to adjourn the meeting at 5:44. Honeyager seconded. Motion carried 7-0.