

LIBRARY

**Infrastructure Committee
Main Library – Dowd Learning Studio
Monday, January 11th, 2016 – 10:30 a.m.**

Trustees:

Rob Harrington

Leland Park

Library Staff:

Frank Blair – Director of Technology & Operations

Dana Eure – Assoc. Director of Lifelong Learning

Peter Jareo – Associate Director of Operations

Susan Green – Location Manager, Morrison

David Singleton – Director of Libraries

Donovan Craig – Library Administration

Angie Myers – Library Finance Director

County Staff:

Becky Miller – Project Manager, AFM

Documents:

Infrastructure Meeting Report – 12/14/16

Donovan Craig to take notes

Absent: Lee Keesler – Chief Executive Officer

Meeting Report

Frank Blair welcomed the committee and introduced the new chair Mr. Rob Harrington.

Mr. Harrington introduced himself as did the rest of the committee. Mr. Harrington asked for a motion to approve the previous meetings minutes, Mr. Park motioned and Mr. Harrington seconded.

- **Morrison Update:**

Ms. Miller provided the committee with a brief update regarding the Morrison Library renovation. Most notable items were, the architect has not included wind bracing required for structural integrity of the building. This could pose an issue with the proposed design. The architectural firm heading up renovation, are working with the Risk Management Company to find solutions to this problem. Additionally AFM has met with the Risk Management Company to reach out to MWSBE companies to help provide them support so that they may be included in the MWSBE bid process.

Ms. Miller also shared that the RFQ for the art design work has been completed and the Arts and Sciences Counsel (ASC) will manage the process for selecting the Artist. Conversations are still underway regarding the roof replacement as it is nearing the end of its life span. The discussion will require a study to evaluate the roof and see if it should indeed be included at the time of the current renovation. Finally Ms. Miller mentioned that AFM will impose a deadline regarding the Design Drawings to include a solution to the wind bracing issue as not to hold up the entire project.

- **Morrison Transition Plan:**

Peter Jareo provided an overview of the transition plan which includes Collection, Staffing reassignments and Furniture & Fixtures. Mr. Jareo will identify the FF&E that needs to be retained for reopening. Majority of the IT components will also be retained however the IT structural items need to be upgraded.

Due to the building being closed for approximately 18 months, majority of the collection will be redistributed throughout the system and or weeded. For reopening the location,

there will be a completely new collection which will include a small percentage of existing material from within the system. Mr. Jareo has proposed April 15th as the cutoff date for hold pickups at the Morrison location at which time holds will be transferred to nearby locations. Susan Green provided insight to children's programming stating that two local churches within the area have provided the library with space to continue story time and other programming. May 1st will mark the date where FF&E, IT and the remainder of the collection will begin moving out of the facility along with the remaining staff for reallocation. These dates are subject to change depending on the outcome of the architects' findings regarding the wind bracing issue.

- **Berewick/Shopton Road Land Swap update:**

Frank Blair, provided insight to the lot at Berewick regarding the physical footprint of the building on the site. AFM provided rough drafts as to how a 25K SqFt footprint would fit on the site with regard to the topography as it does provide some challenges. With the building located adjacent to the main street, parking would be set at the back of the lot. This would require a retaining wall to be built and potentially further studies of the area. At this point the library is satisfied with the proposed layout of the site.

The Meeting Adjourned at 11:35am

Upcoming

<i>BOT Meeting – January 25th 2016</i>	Wray Ward Offices
Infrastructure: February 8 th , 2015	Main Library
<i>BOT Retreat – February 22th 2016</i>	Main Library