

MINUTES
BROADVIEW PUBLIC LIBRARY DISTRICT (BPLD)
FACILITY PLANNING COMMITTEE MEETING
FEBRUARY 9, 2012 5:00PM

1. Call to Order

Time: 5:07 pm

2. Roll Call

Present: Trustee Katrina Arnold, Committee
Trustee Robert Jones, Committee
Trustee Teresa Tyson, Committee
Trustee Roberta McGill
Executive Director Melissa Gardner

3. Introduction of Visitors

Present: Laresha Wideman

4. Staff In-Service Day

- 17 out of 18 in attendance (high school student not in attendance)
- Presenter: Jamie of JSB
 - SWOT
 - Melissa Gardner will type up and present to board
- Presenter: Dewberry
 - Discussed department needs
 - Staff workflow
 - Library Trends
- Copier Training

5. Town Hall Meetings/Presentations

- Board Presentation
 - Talking point to be developed at next meeting, Thursday February 16, 2012
 - Preliminary discussion points
 - Mission Statement
 - Vision Statement
 - Board speakers
 - Saturday, February 18, 2012 – Teresa Tyson
 - Tuesday, February 21, 2012 – Katrina Arnold
 - Survey top community results
 - Facility renovation/construction to be accomplished with
 - Reserves that have been saved since 1991
 - Grants
- Executive Director Presentation
 - Will develop talking points and present at next meeting
- Dewberry Presentation
 - Introduced our team
 - Mr. Mackey has been assigned to Texas
 - Rick McCathy, Lead
 - Sarah ???, Interior Design
 - Brian Kerner, Architect
 - Discussed trends in libraries, staff workflow

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6. Subsurface Soil Analysis

- Dewberry sent out RFP for firm
- Three quotes
 - ECS Midwest, LLC
 - Borings: \$4,350; Depth: 125ft.
 - Soil Testing: \$1,900
 - Other: \$650 (private utility locator)
 - Environmental Protection Industries
 - Borings: \$3,222; Depth: 105ft.
 - Soil Testing: \$1,850
 - Testing Services Corporation
 - Borings: \$4,650; Depth 125ft.
 - Soil Testing: \$1,110
- Dewberry Recommendation:
 - Environmental Protection Industries
 - Only do boring for now
 - Soil testing wait until later because only good for 1 year
 - Motion: Accept Environmental Protection Industries for borings
 - Katrina Arnold Aye
 - Robert Jones Aye
 - Teresa Tyson Aye

7. Construction Grant

- Flood Maps In progress
- ADA Self Evaluation In progress
- Ehlers In progress
 - Sign lawyer reviewed contract tonight
- Dewberry Other Contracts In progress
- Action Follow up
 - TIF's can't be used to renovate any temporary location we find
- Develop list of items regarding the grant including cost to date

8. Adjournment

Time: 6:00 pm

Katrina Arnold
Facility Planning Committee Chair,

Teresa Tyson
Secretary

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