

MINUTES
BROADVIEW PUBLIC LIBRARY DISTRICT (BPLD)
FACILITY PLANNING COMMITTEE MEETING
Friday, January 11, 2013
3:00 PM

1. **Call to Order**

Time: 3:08 pm

2. **Roll Call**

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

3. **Introduction of Visitors/Comments**

Present: One visitor

4. **Discussion Topics**

A. Temporary Facility

1. Working with Gerald Davis of GRD Realty
2. Sites we have viewed with ratings
 - Broadview Mall (3 spaces to be joined) next to China Buffet (Thumbs up)
 - GM Building 2600 S. 25th - Site one at back near Gardner St. (Thumbs down)
 - GM Building 2600 S. 25th - Site near front on 24th Ave.) (Thumbs down)
 - Physicians Building 2200 W. Roosevelt (Thumbs down)
3. Other sites to visit
 - 2545 S. 25th Avenue
 - 1500 S. Roosevelt
4. What if can't find site in Broadview?
 - Site outside of Broadview?
 - Close library and work with neighboring libraries to keep staff working

B. Timeline

1. Independent Construction Services (Owner's Representative)
 - January 17, 2013 – need to get board approval for Executive Director to sign temporary space lease
 - February 1, 2013 – need to have 2 temporary sites we like so that we can get the architects in to design the space (additional cost – accounted for in budget)
 - April 1, 2013 – need to be in temporary site to prep for set-up
 - May 1, 2013 thru June 30, 2013 – begin temporary site set-up and move from facility.
 - ❖ Note: Library will have to be closed for 3 – 4 weeks for move to temporary site because have to move phone systems, computer, etc. Won't be as long on move back to new facility because will have new phone system in place
 - July 1, 2013 – up and running in temporary site
 - July 1, 2013 – June 30, 2014 – Under construction
2. **Due to disruption by visitor to meeting – Chairperson adjourned meeting and continued agenda with Executive Director, only.**

C. Library Visit Feedback

D. Building Plans

E. Bond Sale

F. Report to Board

5. **Adjournment**

Time: 3:19 pm

Katrina Arnold
Facility Planning Committee Chair

Teresa Tyson
Secretary