

**Western District Library
Special Board Meeting
December 6, 2021**

Call to Order

Jan Gustafson called meeting to order at 9:00 am. Present were Rod Ward, Julie Abbott, Susan Routt, Beth Hoffman, Jeanine McGaughy(via Zoom), and Kathi Parrish. Zack Campbell from Legat Architects and staff member Georgia Veyette were also in attendance.

Public comments

None

Presentation from Legat Architects

Zack shared report outlining scope of work underway (roof replacement) and projected work. Georgia raised questions about (1) loss of visibility from circulation desk through windows behind the desk toward annex and through front door to entrance, (2) loss of center office reduces space for various equipment and storage currently in that space, and (3) program space concerns. Discussion followed with possible solutions for visibility. Rod suggested moving circ desk further north than depicted in floor plan drawing, which would increase view into back area of library and toward front entrance from desk enclosure, and this would reduce dead space in lobby. Possibility of cameras will be researched further by Michelle.

Time line conversation: Zack indicated project can be out to bid in February (ahead of school projects). Michelle asked if library might need to be closed for some days when work is underway. Zack said most work could be done while library is operating, though restroom redesign will necessitate use of portapotties for a time.

Discussion about floor covering in front section was held—luxury vinyl tile vs carpet tiles. Board members' preference is for carpet for noise reduction and warmth, especially since use of carpet tiles would allow replacement of single tiles should the need arise. Michelle & Jan showed Zack photo examples at other libraries with “color coding” to differentiate various areas (adult/juvenile/fiction/non-fiction).

Questions were raised for clarification of ramp modifications, which include wider ramp and may include either canopy overhead or radiant heating in the surface.

Closed session

None needed

Other topics and future agenda items

No other topics

Rod moved to adjourn, Sue seconded. Voted, adjourned.

Respectfully submitted,
Kathi Parrish, Secretary