

NORTH VALLEY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
FEBRUARY 27, 2012

CALL TO ORDER AT 3:30 P.M.

APPROVAL OF AGENDA

INTRODUCTION OF GUESTS

INTRODUCTION OF STAFF, ARCHITECT, CONSTRUCTION MANAGER, VOLUNTEERS,
FRIENDS OF THE LIBRARY, AND BOARD OF TRUSTEES.

NEW BUSINESS:

1. RENOVATION PROJECT SCHEMATIC DESIGN PLAN UPDATE. BEN.
2. CONSTRUCTION OF BUILDING TIME LINE/REQUIREMENTS. STEVE AND RYAN.
3. FUND-RAISING COMMITTEE/CONSULTANT UPDATE.
4. OTHER BUSINESS/QUESTIONS CONCERNING THE RENOVATION PROJECT.
5. ADJOURN

NORTH VALLEY PUBLIC LIBRARY
BOARD OF TRUSTEES/FUNDRAISING COMMITTEE MEETING MINUTES
FEBRUARY 27, 2012

Attendance:

David Anderson - Trustee
Janice Charbonneau - Fundraising Committee
Joanne Charbonneau - Trustee
John Conlan - Trustee
Steve Conway - Martel Construction
Rachel Courteau - Fundraising Committee
Mike Cuslidge - Building and Fundraising Committees
Ryan Dunn - Martel Construction
Desiree Dramstad - Library Director
Beverly Helrich - Friends of the Library
Caitlin Kempainen - NVPL AmericorpVista
Amy Ling - Library Assistant
Ben Llyod - Comma-Q Architecture
Karen Powers - Fundraising Committee
Lu Terry - Fundraising Committee
Chris Weatherly - Building Committee

The meeting was called to order at 3:30 P.M.

APPROVAL OF AGENDA. The agenda was approved as written with the addition of an item concerning a request for letter of support for a bike rack grant. That item will be placed under Other Business.

NEW BUSINESS:

1. RENOVATION PROJECT SCHEMATIC DESIGN PLAN REVIEW . Ben reviewed the floor plan of the proposed renovation project and answered questions concerning details of the schematic design. The purpose of the presentation was to act as an introduction for new members and a review for those familiar with the project. Ben answered questions concerning patron and work flow patterns in the new building and the placement of the children's room, restroom facilities, and community room. Final construction materials to be used for the exterior of the building have not been determined.
2. CONSTRUCTION OF BUILDING TIMELINE/REQUIREMENTS. Steve and Ryan presented a draft copy of the overall project budget as of February 22, 2012. The projected costs for the project on the draft form was \$ 2,348,000. Steve went through each category listed on the draft copy. Steve felt it was important that the Board of Trustees consider two separate sub committees to work in the areas of: 1) Fixtures, Furniture, and Equipment Sub Committee and 2) a Temporary Facility Costs and Location Sub Committee. Also, Steve and Ryan noted that

the numbers on the draft will fluctuate, depending on the timing of the renovation. A copy of the draft Overall Project Budget will be on file at the Library with Desiree.

3. FUNDRAISING COMMITTEE/CONSULTANT UPDATE. The Board of Trustees and the Fundraising Committee will be meeting on February 29, 2010² with Melissa Bangs, of Melissa Bangs Consulting, to discuss the role of a consultant for the capital campaign. She will be using the meeting to assess the readiness of the library and the type of consultant needed for the project

4. OTHER BUSINESS/QUESTIONS CONCERNING THE RENOVATION PROJECT. David has been observing and collecting pictures of materials used in building construction. He would like to receive pictures or information about materials be sent to him for future reference.

John had received a request to write a letter of support for the Bikes Belong Grant for bike racks in Stevensville . A motion was made by David and seconded by Joanne for John to write the letter of support for the grant. The motion carried by a vote of 3-0.

The meeting was adjourned at 5:10 P.M.