

**PUBLIC NOTICE**  
**North Valley Public Library Board of Trustees SPECIAL Meeting**

208 Main Street, Stevensville, MT 59870

Tuesday, May 2, 2023 at 10am-12pm

**Meetings are open to the public.**

**In person in the Community Room AND by Zoom**

***Agenda***

Call to Order/Roll Call

Public Comment<sup>1</sup>

Guests: Jacob Wright & Jackie Rudd from MMW Architects and Rob Cullin & Janet Nelson from ReThinking Libraries

Business

- Review draft PAR (Preliminary Architectural Report) for the Master plan.

It will be a PDF document, book-style, that captures the process the architects have gone through with the community, board, staff and foundation. This meeting will be a chance to review it and make any comments which we will incorporate, finalize, and send out to everyone.

Public Comment

Adjournment

In-person and Zoom option.

Join Zoom Meeting

<https://us02web.zoom.us/j/85292257988?pwd=Y3ZNTVRnQVJHS0NhdStDejQ0bFRTUT09&from=addon>

Meeting ID: 852 9225 7988

Passcode: 920831

One tap mobile

+16699009128,,85292257988# US (San Jose)

+17193594580,,85292257988# US

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 852 9225 7988

Find your local number: <https://us02web.zoom.us/j/85292257988>

---

<sup>1</sup> If you are a member of the public and are unable to attend the Board meetings, the Board would still like to hear from you. Please email the Director at [denisea@northvalleylibrary.org](mailto:denisea@northvalleylibrary.org) or you can email board members directly. A link to Trustee contact information can be found on our website at <https://www.northvalleylibrary.org/board-information>



## MEETING NOTES – Draft Master Plan Review

**Project Name:** North Valley Public Library  
**Project Number:** 22.025

**Meeting Date:** 5/2/2023  
**Meeting Location:** North Valley Public Library/ Zoom  
**Notes Prepared:** 5/4/2023

**Present:** MMW: Jacob Wright, Jackie Rudd (via zoom)  
ReThinking Libraries: Janet Nelson (via zoom)  
NVPL Director: Denise Ard (via zoom)  
NVPL Board Members: Victoria Howell, Chair of the Board; Caitlin Dunn, Secretary of the Board; Kim Tiplady, Board Member; Dianne Snedigar, Vice Chair of the Board.  
Foundation Members: Donna Bainbridge (via zoom), Sara Senn

### Meeting Notes:

1. MMW presents the draft version of the Masterplan Report, the final document for the PAR process/ contract.
2. NVPL does want a hard copy of the final version.
  - a. They will let MMW know how many copies and if they only want the body of the report without the appendix.
  - b. Will need at least (1) complete copy of entire report and appendix for public record.
3. MMW goes through each section of the report and gives highlighted synopsis.
  - a. Comments:
    - i. MMW to verify the percentage of parking required to be ADA per Zoning.
    - ii. NVPL may want to add more parking and bike racks than required by Zoning. This decision can be made during Schematic Design.
    - iii. Add note in report specifically for lighting of the flags.
    - iv. NVPL is interested in a snow melt system for the sidewalks in front of the building to prevent pedestrian slipping hazard.
    - v. Add privacy panels between computer stations – can be glass/ plexiglass, but like the divide with people still being sick and more cautious of spreading illness.
    - vi. MMW to add a Sustainability section in the report.
    - vii. Teen Room should be fully enclosed and show more age-appropriate entourage and furniture in space.
    - viii. Remove staff member that is drinking coffee in rendering.
4. NVPL will post final Master Plan document to their library website.
5. NVPL requested MMW to get a price to complete a walk-through of the BIM model.
  - a. Feel it would be beneficial for their capital campaign so that people can really get an idea of what the new library could be.

- b. A physical 3D printed model would be very small, all white, would not show materiality or interior but may help people as a hands on visual. NVPL to confirm if this is desired.
- 6. Foundation will meet with the Trustees Board to discuss the capital campaign.
- 7. MMW sent out a link for NVPL to download the draft version of the Masterplan.
  - a. NVPL Board, Foundation, and staff to review document and send all comments to Denise. Denise will then forward all comments to Jackie Rudd to then be implemented in final version of report.
  - b. NVPL to send all comments to Denise by May 12<sup>th</sup>.
  - c. Denise to send compiled comments to Jackie by May 16<sup>th</sup>.