

Deerfield Public Library
Library Board Special Board Meeting Minutes
August 26, 2010

1) Call to order and attendance:

Board President Ken Abosch called the meeting to order at 7:04 p.m. Attending: Board Members: Ken Abosch-President, Ron Simon, Sunday Mueller, Mary Courtney, Jeff Rivlin, Michael Goldberg. Staff: Mary Pergander-Library Director, Carol Dolin-Business Manager.

Guests: Doug Pfeiffer, Architect – PSADewberry; Polly Koenigsnecht, Consultant.

2) General purpose

President Abosch explained that the purpose of the evening's meeting is to review conceptual drawings for the proposed revision and moderate expansion of the Library building, and determine whether to approve them or not. They would be used to inform the public about the upcoming referendum and how the money would be used.

3) General Board discussion of the features of the concept drawings:

- *Are there enough study rooms? Or perhaps they can be aligned differently?* The exact locations can be adjusted during the design phase. These are larger than the current study rooms, too.
- *Is the meeting room divisible for multiple simultaneous uses? Yes. Could that space be shifted to the lower level to make better use of natural light?* There are some specific architectural difficulties in doing so, especially regarding ceiling heights needed for large rooms.
- *Is it really necessary to show the public the concepts?* Yes, it is the most requested piece of information and helps the public visualize the use of the space.
- This should not be called a plan, because it is not final. Change the name to working diagram or other indication of its draft nature.
- Make patron space words more prominent. The language is too focused on how staff use the Library, not patrons.
- Reference should say Reference/Non-fiction.
- *Can an adult quiet reading area also be created on the first floor? Perhaps in the meeting room area with movable furniture? Perhaps the Circ equipment or workroom could move to the lower level and the windows used for readers?* Considerations: We do not have the staff or storage space to set up and break-down the meeting room into a reading area on a daily basis. Also, in the new configuration about 75% of the circulating materials will be from the first floor. Having all of them go to a workroom in the basement first then brought up to the first floor to be re-shelved is labor intensive and may not be as efficient as is needed.
- Strongest concern overall – make the best possible use of natural lighting for children and adults in the building, especially on the first floor.
- *Have we identified a concept that will appeal to the public? Especially, will the public see this as meeting the needs of both strong/frequent*

library uses and supporters AND those in “the middle”. These concept drawings include the needs most often identified by the public in the surveys and public process.

- We want to be certain the design reflects the “welcoming environment” which is central to our mission.

To help further clarify the uses and purposes of the spaces, the architect will work with the consultant to label spaces and add examples of what is contained in a space or its intended use. In addition, when we go through the actual design process we will stay open to public ideas and include them in the process as we stated in the public sessions.

Mr. Abosch asked the Board members whether the Board could proceed with the conceptual drawings on the basis of being comfortable with them while acknowledging that there are still design details to work out in the future.

Mr. Simon raised the concern that some members of the public may feel we are asking for \$11.8 million and still cannot be specific about what the final design will be.

The biggest remaining areas of concern are the creation of a quiet reading area with natural light, provision of a bigger and more comfortable vending area, clarification whether a “lock-off” meeting room option for pre-opening and after-hours gatherings is necessary, and the reconsideration of the placement of the circulation workroom in prime space near windows on the north side.

Mr. Abosch reaffirmed that the Board would conduct focus groups during the design phase to assure and maintain public transparency and involvement in the project.

Mr. Goldberg moved to approve the concept, with the modifications our professionals (architect and consultant) will make based on suggestions from the Board, to communicate the conceptual design to the public. Seconded by Ms. Mueller. The motion was approved.

The meeting adjourned at 9:10 p.m.

Ron Simon, Secretary