

Sierra Madre Public Library Board of Trustees and Library Facility Master Plan Committee
Approved Special Joint Meeting Agenda Minutes, November 16, 2015

Library Board of Trustees

Shannon King, Chair

Rich Procter, Vice Chair

Glenn Putnam, Trustee

Barry Ziff, Trustee

Rodney Spears, Trustee

Wednesday

November 16, 2015 at 5:30 pm

Sierra Madre Public Library

440 West Sierra Madre Boulevard

Sierra Madre, CA 91024

Meeting began at 5:30 p.m.

Trustees Present: Chair King, Vice Chair Procter, Trustee Putnam, Trustee Ziff, Trustee Spears

Council Member Present: Denise Delmar

Library Facility Master Plan Committee Members present: Glenn Putnam, Rod Spears, John Vandavelde (Community Member), Mary Talwar (Friends), Janet Emery (Friends), Donna Howard (Library Staff), Joan Spears (SMHPS), Bruce Inman (Public Works Director), Elaine Aguilar (City Manager), Carolyn Thomas (Library Director)

ACTION ITEMS

1. DISCUSSION – Library Facility Condition Assessment Report from Onyx Architects

Steve Kuchenski, Architect from Onyx Architects, presented an Assessment of the Library Facility. It included a review of all records, a review of existing conditions and prioritized future goals. Four goals were identified with estimated costs: applicable code compliance, maintenance and repairs, capital expenditures and modernization and improvements. Comments from the public included: combining all ADA improvements and costs together, include ADA improvement to landing on north west side of building, improvements to the roof, number of women's restroom facilities, structural load capacity, electrical upgrades, and improvements to staff work area. Total estimated costs to improve facility: \$667,884.

An additive alternative for future expansion included an elevator located at the back of the library, increased public restrooms, and possible meeting space.

Estimated costs for addition: \$445,000.

Action: Steve will present final report, incorporating comments, to City Council on November 24, 2015.

Action: Library Facility Master Plan Committee will set follow-up meeting in early December to begin process of writing Library Facility Master Plan, tentatively due in March 2016.

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2. DISCUSSION – Library Services Proposals for Contracting Out Library Services

Trustees reviewed and discussed reports from Library Services Proposal Committee. Trustees agreed to recommend that should the City need to reduce expenditures for the library, they recommend retaining library services under local control rather than outsourcing library services even though it might mean a reduction in programs and services.

Action: Trustees asked to agendaize “Library Services Proposals for contracting out library services” at the November 23, 2015 Special Trustee Meeting.

Action: Rich Procter will present Trustee recommendation at November 24, 2015 Council meeting.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,
Carolyn Thomas