

Brentwood Public Library
Board of Trustees Meeting
June 11, 2024

CALL TO ORDER – ROLL CALL FOR QUORUM

President Wright called the meeting to order at 6:30 p.m. Board members present were Ed Wright (president), Kathy Ryan (vice president), Jeanette Oesterly (treasurer), Laura McAllister, Beth Miller Erman, Angela BoClair-Jones. Brandon Wegge, Aldermanic liaison, was present. Lori Ashmore-Ruppel and Kelsey Burkemper were absent. We have a quorum.

Ed Wright shared a quote from Vicki Myron.

ACCEPTANCE OF AGENDA

A motion was made to accept by Kathy Ryan and seconded by Jeanette Oesterly. All voted aye.

APPROVAL OF MINUTES

A motion was made to accept was made by Mary Stevens and seconded by Kathy Ryan. All voted aye.

PUBLIC COMMENTS

No members of the public were present.

ALDERMANIC REPORT

Alderman Wegge shared that that the city is preparing for a compensation study in which they will compare with other cities. He also said the parking for Brentwood Park is much improved with the addition of 2 new lots. In addition, the crossing at Russell Ave. should be finished by the end of the summer. Brentwood Days wristbands will go on sale July 1 for Brentwood residents which will cover unlimited rides. Nonresidents will need to buy tickets at the venue. Wegge said we will hear more details soon.

LIBRARY DIRECTOR'S REPORT

There was a good turnout for Murphy the Dog's last day as a CHAMPS reader dog. Treats Unleashed donated a cake for Murphy. The installation of the new firewall went well, and the installation of the exterior wifi antenna also was successful. Summer has seen mornings busy with families coming in. Sarah did 2 groups of St. Mary Magdalen students for story time as well.

OLD BUSINESS

1. RFQ for architect: Collette Koscielski, project director with Navigate Building Solutions, discussed the issuance of the Request for Qualifications, which were due on May 23 via email. They received two: one from Arcturis and one from CD Companies. Collette sat down with Gina Gibbons and ranked each firm on their qualifications and decide the weight of each criterium. The process ranks each

firm and the most qualified is chosen to enter into negotiations. Navigate sent Arcturis a fee proposal, which was negotiated, and they worked through the terms of the contract. Arcturis' contract fee is \$460,000, which includes engineering fees. Collette recommends that the library contract with Arcturis. The contract is ready to be signed by both sides. Arcturis expects construction documents by the end of this year, then Navigate would apply for permits in January before going out to bid in February. They expect to ask for board approval on a contractor by March 2025 and begin construction thereafter. They expect 10-12 months of construction, putting the project completion in Q1-Q2 2026. Wright called for a motion to go with the recommendation to contract with Arcturis as the architect for \$460,000. The motion was made by Jeanette Oesterly and seconded by Kathy Ryan. Chrissy Rogers from Arcturis said Arcturis will need to go in front of the Architectural Review Board and Planning & Zoning. Alderman Wegge said they will not have to go to ARB separately from P&Z. A vote was taken and the motion passed.

Ed Wright asked Chrissy Rogers from Arcturis to talk about the community input meeting on June 23. Chrissy said she, Gina and Ed discussed Gina and Ed doing a presentation then having boards posted throughout the space and allow people to make comments on the imagery that has already been developed and ask questions about what amenities people are interested in:

- what types of things to checkout from the library;
- what types of seating in the stacks – study tables, quiet zones, group seating, individual areas, what kind of seating is a priority for patrons;
- then open-ended questions, such what would you like to see in the teen area? Is study space more important or collaboration space?
- Children's room – patrons are very interested in the children's area, including play space. What kind of technology should be available in the children's space?

Arcturis will then take that back and discuss about what is appropriate and what isn't.

Mary Stevens asked about whether there were studies about what kinds of things people want in library spaces. Chrissy said there are studies, and did we want that information available at the community meeting or available afterward to justify decisions?

Laura McAllister said she thinks this is an important meeting, and she would like to have enough of a crowd to have a representative group so that when we give feedback we have validation. She said the fact that we are asking is giving people the opportunity to be a part of the process. She suggests publishing an executive summary open to the public to share the feedback.

It was proposed to have an extended comment period until June 30. This would allow people at Brentwood Beats June 14 and visitors to the June events to comment.

Alderman Wegge asked if there was big-boned feedback such as sustainable building options like solar power and other options. Collette and Chrissy said we would ask for things that are cost-neutral.

Ed Wright said we would get the information out for the different events and asked Gina and her staff to get that together. He reiterated that we're taking a lot of steps to get public input.

Laura McAllister said that we want to tell people that they voted for this and show them how it's coming together to get them excited.

Jeanette said to make sure the infrastructure is in place if we want charging stations, solar panels or rainwater barrels in the future that we can set that up. Mary said there could be grants to cover some of those things. Kathy Ryan brought up the quiet rooms for neurodiverse patrons as well as flexibility so that furniture can be moved or spaces can be divided. Kathy asked if there would be a makerspace in the library that isn't carpeted so it could be used for crafts and have art supplies. Ed asked if there would be study carrels. Chrissy said there would be on the first floor, but there was discussion about moving them to a quieter less public area. Ed suggested movable study carrels.

Alderman Wegge asked if there would be a revenue opportunity for the community room. Gina said the BPL does rent the existing meeting room for \$10 for non-Brentwood residents and free for residents.

Laura said as a mother of teenagers she thought it was important for teens to be together as well as have a quiet place to study. Gina said the teens that come to the library now spread out instead of gathering in the teen room.

Mary asked about a fire exit door on the second floor, and asked about how someone in a wheelchair would exit in case of emergency. Collette said the area of refuge in a building has a callbox that goes directly to the fire panel that will tell the firefighters that there is someone there. Chrissy said they are looking at a grade change to have an exit door from the second floor, which is at street level. She said they will evaluate that situation.

Ed asked if there was doubt about putting the books on the second floor. Chrissy said that it will need some reinforcement, and after the structural engineer can get in and look, they will know more.

COPS (Certificates of Participation): The Board of Trustees has to approve the COPS on July 9 at 6:30 on Zoom. We need 5 board members present to have a

quorum. Jeanette explained the resolution to join MOCAAT Public Investing (the underwriter). MOCAAT will do the investment and ensure that it's liquid when it needs to be liquid and working with arbitrage. We have to sign a resolution to agree into a contract with MOCAAT to set up the paperwork so that when the money comes in, it's ready to go. We would get the money on July 31, 2024. The July 9 vote would allow them to sell the certificates.

Resolution to authorize the Brentwood Public Library to work with MOCAAT. Wright called for a motion to adopt the resolution. Laura McAllister made the motion, seconded by Angela BoClair-Jones. The motion passed and the resolution is adopted.

The Library will close on the contract on the building on July 31, 2024.

Ed Wright said that Gina Gibbons has been working extremely hard on all the documents everything necessary to continue the process.

Community Relations Committee: Kathy shared a spreadsheet of community events that need volunteers.

Library Advocacy: The House Bill that called for elections for library board members did not pass.

Strategic Planning: Library design and strategic plan are separate.

TREASURER'S REPORT

Treasurer Jeanette Oesterly reports we have made almost \$23,000 in interest since January due to interest rates over 5%. We invested \$1.25 million. Alderman Wegge asked if MOCAAT can manage those investments as well, and Jeanette said yes. We have more in savings than in assets. Jeanette said the library would like its taxes sent directly to the library so that it arrives on a timely basis. The attorney is writing a legal opinion saying that the library can collect our own taxes. Under the current lease agreement with the city, the city collects the library's taxes, so Gina is looking at amending the lease prior to the hearings in August. Alderman Wegge says that the county collects the taxes and sends to the city, and the city passes it to the library. By collecting its own taxes, the library may get its taxes sooner. If we do collect our own taxes, we have to hold our own public hearing to let the public know the tax rate.

NEW BUSINESS

Next board meeting is July 9 to approve COPS. After that meeting, the next meeting is in September.

The meeting was adjourned at 8:08. Motion made by Jeanette Oesterly, seconded by Angela BoClair.

Respectfully submitted, Beth Miller Erman