

Meeting minutes of the Board of Trustees for the University City Public Library for
June 22, 2021

Members present: Helen Nelling, Jerrold Lander, Cindy Zirwes, Aren Ginsberg, Edmund Acosta, Joan Greco-Cohen

Members absent: LaTrice Johnson

City Council Liaison: absent

Guest: Sue Pruchnicki, Juliana Schafer, and Andrea Giovando of Bond Architects

Library staff: Patrick Wall—Director, Kathleen Gallagher, Cindy Deichmann

The meeting was held in hybrid format due the COVID-19 (novel coronavirus) pandemic. Some board members and staff participated via Zoom and some attended in person, and the meeting was livestreamed for the public via the Library's Facebook page and YouTube channel.

The meeting was called to order at 4:04 pm by Helen Nelling, President, following roll call.

Discussion Items –

Phase 1 of construction. RG Ross has been chosen as contractor. There will be a logistics meeting with Ross on June 24, 2021.

Phase 2 of construction. At the end of 2019, planning had progressed to the schematic design stage; engineering plans for ductwork had not yet been finished. Engineering and fire suppression are key issues to be dealt with first.

Site plan: Discussed parking issues, including angling spots more steeply, adjusting location of the book drop, and regrading the lot. Other items include bike racks, possible repairs to the wall separating the Library from the Delmar-Harvard site, and adding a gate to the garden area to control access.

Lower level: High-density shelving has been installed. Plans are to add a heated/cooled office for the Historical Society, locked and cooled space for computer equipment, and a larger area for IT use.

Main level, staff work room: This area has not been discussed much and workflow has not been studied. Staff restrooms will be made ADA compliant; some cabinets are in bad shape. Security camera related equipment should be enclosed.

Main level, public area:

- Public bathroom planning was complete—orientation changed so entrances can be monitored; no outer doors for easier access for wheelchair users, people with strollers, etc. but designed for privacy.
- Terrazzo flooring to replace brick floors?
- Laptop bar/print station
- Shelving—would like lower shelves; space requirements need to be revisited
- Soft seating—would like to find more space
- Pottery—will remain in same location
- Quiet room to be added in northeast corner—glassed in
- Study rooms—3 to be added—how many people allowed? How to monitor access?

Second level:

- Kitchen modifications, especially the stove, to be discussed
- Makerspace to move into the library
- Youth Services to be expanded—bathrooms to be updated—laptop bar/computer area
- Plans for the stairwell in YS has been modified to make it ADA compliant
- Moving HVAC to roof will gain space—some storage space; any public use will require safety considerations

Pandemic-related issues:

- Curbside service will remain—how many parking spaces required?
- Will desk barriers be made permanent?
- If keeping the interior book drop, where will it be located?

- Will in-house computer use change substantially, so that fewer computers will be needed?
- Should ionization units be added?
- Decide how to continue hybrid programming—more accessibility but causes staffing issues

Other:

- Pricing for wood, petroleum-based products, other materials very different than at the end of 2019
- Glass wall (for noise control) around the atrium should be revisited and another solution considered
- New CD shelving solution to be discussed; circulation of media collections should be reviewed
- Art collection should be made more prominent
- Control system for staff entrance to be determined
- Considering furniture sooner rather than later allows more control, helps with pricing
- Palettes to be revisited; new materials are available with more ease of cleaning

Possible contract for space at UUM. Estimated rent will be \$3000 per month.

RFP. Will go out in September. If the Library has moved to 6900 Delmar by that time, it will be easier for contractors to tour premises before bidding. Phase 2 work to begin in October.

Old Business – The Board may hold a short special session in July to approve invoices from the Phase I contractor.

The next regular Board meeting will be Wednesday, September 22, 2021, at 5:15 pm.

There being no further business, the meeting adjourned at 5:38 pm.