

Yakima Valley Libraries

Board of Trustees

Special Meeting

10:00am – Thursday, June 16, 2011

Yakima Central Library Boardroom

I OPENING OF MEETING:

Board Member Present: President James E. Barnhill, Vice-President Melba Fujiura, Secretary Jerry Maggard, and Trustee Richard E. Ostrander

Absent: Trustee Pamela J. Perryman

Visitors Present: Sheri Brockway, Matt Reed, architects of Brockway.Opfer.Raab

Staff Present: Director Kim Hixson, Deputy Director Linda McCracken, Human Resources Director Darline Charbonneau, Administrative Coordinator Terri Reeder

- a. Call to Order
President Barnhill called the meeting to order at 10:00am.
- b. Determination of quorum
President Barnhill determined a quorum of the Trustees was present.
- c. Recognition of visitors
- d. Approval of the agenda
- e. President Barnhill approved the agenda as presented.

II Open Forum

This is an opportunity for any person to speak to the Trustees about any issue on the Agenda. Time per speaker may be limited.

III Unfinished Business

a. West Valley Community Library

Sheri Brockway told the Trustees and Director Hixson about her visit to the Ellensburg library and shared photographs taken of their Children's area. The Trustees discussed the possibility of using stained glass windows for the West Valley Community Library similar to the Ellensburg Library. The topic of tempered glass came up and architect Matt Reed stated it is not required as long as the windows are 16 inches above the floor. The tempered glass prevents shattering and is used in areas where doors may impact glass. There is specific building and safety codes required of contractors installing glass panes and windows. Trustee Barnhill followed with a suggestion about use of Heritage style windows on each side of the fireplace at the West Valley Community Library site.

The discussion then centered on the entry way and columns. Trustee Maggard suggested wide columns with no platforms. This would discourage accumulation of chewing gum, cups, etc., from being left on the platforms. Ms. Brockway indicated that the preliminary plans show sloped columns with stone bases. Trustee Maggard recommended using whole columns and no base. He also added that to keep birds out of the front entryway overhang, it would be wise to encase the exposed area. The Board then discussed tinted window options and agreed that all windows would be fixtures and not used for ventilation. Architect Brockway concluded the discussion by suggesting to the Trustees and to Director Hixson that when driving around town to look at various windows on commercial buildings. She went on to address the topic of investigating the Nob Hill Water district's commercial meter hook-up fees. Ms. Brockway stated it is her understood the costs could be high. She will also research Natural Gas and Pacific Power hook-up fees and costs.

Trustee Barnhill summed up the Board's agreements for the West Valley Library: window(s) in the Children's area; windows on each side of the fireplace; go with design option "B" for the front entry; and option "A" for the side view of window design; entryway will be encased underneath the gable and utilizing canned lighting; a stucco composite will be applied to the front of the library; hard-panel siding will be used on the remaining three sides; outside lighting includes parking lot lights; possibly lighting between windows on front of building and wall pack lighting on sides of building. Ms. Brockway concluded by stating the next phase could take three months which involves meeting with engineers for bids.

b. Yakima Central Library

The Board of Trustees gave approval for Architects Sheri Brockway and Matt Reed to begin working on bids for construction of the restrooms. It was agreed that the Branch Manager and Assistant Branch Manager will share office space located next to a workroom, the restrooms and circulation area. Director Hixson would like to have 30 computers available for public use and proposes locating them in the area currently used as the reference department. The Board asked about IT Department's move to the basement area. Hixson reported that the relocating of the department may require extensive cabling. She stated the primary objective is to building the restrooms first and then determine these other factors into the plans.

A date was not set for the next meeting. Director Hixson stated she will work out details for that. Trustees thanked architects Sheri Brockway and Matt Reed for their participation.

IV Announcements

Buena Library – Closes June 20th until further notice due to construction. Kathy Pilgrim, Kathy Garcia, Susan Miller continue to stay in contact with the Friends of the Buena Library about the progress and plans. Much of Buena's library materials will go into storage with the popular items remaining in circulation. Susan Miller has set up arrangements to store Buena Library inventory at a Terrace Heights storage facility.

Status of Liberty Building - Staff will begin moving back next week to Yakima Central. Director Hixson has been told that there are interested prospective businesses looking to possibly sublease office space.

Phone system – Director Hixson stated that the IT Manager is researching various options to accommodate the influx of staff returning the Yakima Central. The phone systems have become a complicated project. Trustee Maggard suggested contacting Derek Karel, a consultant for E-Z Solutions. He could provide an estimate and bid to work with the IT Department and phone vendors. Director Hixson took down the information and thanked Trustee Maggard for his recommendation.

Ongoing projects – After some discussion concerning details of ongoing projects, the Board commended Director Hixson for her diligence to move forward with current tasks.

V Adjournment

President Barnhill adjourned the meeting at 11:30am.

Motion: Trustee Ostrander moved to adjourn the meeting. Trustee Perryman seconded. *Motion was unanimously passed*

*The Regular Meeting
for Monday, June 27, 2011
has been cancelled by a unanimous vote
from the Board of Trustees.*

Next meeting will be
Monday, July 25, 2011 at 4:00pm
Regular Meeting
Yakima Central Library Boardroom

Respectfully submitted,



H.E. Maggard
Secretary