



Minutes from Executive Board Meeting: 2009

Executive Board Meeting

May 21, 2009 4:30-5:30

Minutes.

Attendees: Ed TePas, Diann Simmons, Betsy Brown, Joe Gauder, Carol Borden, Rachel Borum, Georgina Wright-Pete.

- 1) Discussion of need for clarification on the power structure as defined by our bylaws. Ed will contact the other Friends groups in the county library system for some models.
- 2) Who owns the books? Unanimous agreement that the Native American Collection belongs to the Round Valley Community. This has been made clear from a letter of intent from one major donor of Native American books. These books will be on reference only status and will not be loaned out. As for other books there needs to be more clarification on county versus community ownership.
- 3) The attractive newsletter with color pictures was shown around and members were asked to proof read it.
- 4) Diann said that Sidne Long would like Diann to make a petition for \$150,000 by August 1st to the Long Foundation.
- 5) Discussion of making greeting card sets of local pictures for fundraisers at \$20 a packet.
- 6) Joe Gauder spoke about Gabe McDowell and other possible bands to put on a dance for the library Saturday night during Blackberry Festival weekend.

Notes from the E board meeting on March 27, 2009 at 2:30 p.m. at the Ed and Mina's house

Ed, Diann, Betsy, Rachel, Will and Colleen were present.

1. Nominations

We will have nominations at the next meeting and elections at the May meeting.

2. Newsletter

We are working on a new fund drive. There will be a newsletter with the current information and a list of all the volunteers and in-kind donations. A letter to all the zip code with donor slips will also be prepared.

We will need to target specific persons who may have the capacity to give. We will have a special letter for them and then follow that up with phone calls.

3. Richard Wilson

Richard Wilson spoke with Betsy today. He is willing to do some fund raising, but would not commit to an amount. He did say he would start with in a few weeks. He asked for a letter and a drawing to be prepared. Betsy is working on this.

4. Contract with Estok Menton

Betsy is still working on this contract. We seem to be close but two major things are with regard to Menton Builder's committing to hiring local people and to the wage structure that Menton Builder's is proposing.

5. Taxes

The annual taxes were sent to the CPA and should be prepared before May 15th.

There is sales tax that needs to be paid. Rachel will look into this and report back at the next meeting.

6. Library Business

Rachel and Mary have done a lot of work to fix up the library and it is looking good.

Rachel is concerned that the everyday library problems are being overlooked because all the work is for the new building.

One problem is that there are too many books. Rachel wants the Friends to hold a book sale. We are asking for some recommendations.

Mark Komer and Ed are meeting on April 6th. Subject unknown.

7. Interior Committee

Will and Colleen presented a report with their concerns regarding the interior space in the library. Some of the points we discussed at the meeting are:

The wall between the old Laundromat and the library space needs to come out completely.

There is concern that the light monitor is expensive and unnecessary. Leaving in the rafters will be unpleasant and cast shadows. The current lighting plan at the monitor is poorly thought out and will not have sufficient light.

The bathroom location is poor. Consideration should be given to making the "staff" bathroom available to the public.

The report follows and needs more discussion.

Dear Board Members:

After a conversation with Diann, I agreed to look at the Library space in the current RVI plans and to offer a layout for the Library space, if possible. I have looked at the plans and consulted with present and former Library staff. What follows is strictly from the library point of view. I think I can speak for all in saying that our understanding of what the space will be like and what resources will

be devoted to furnishing it has left us feeling very disappointed.

Square footage does not tell the whole story: the shape and other constraints of the space determine usefulness. The currently allotted space was not designed for the Library's use and has many drawbacks that would have been corrected if the interior partitioning had been designed rather than inherited.

I think I can summarize most of our most immediate concerns under the following topics:

- “atmospherics” or ambience of the space[1]
- desirable structural alterations to the current plans
- library security
- furnishings

Atmospherics

The Library should not be held hostage to our reverence for redwood. The dark wood will greatly detract from the kind of light, open and inviting space that the Library envisions. The wood should be covered up or painted/stained. Since the wood is not uniform in the space, regular finished walls would be best rather than painting. I think an entirely new, uniformly-walled and light-colored room is required.

The whole subject of the “monitor” and clerestory should be revisited. There was some justification for a 360-degree “popup,” but the current plan with only a few north-facing windows appears to be merely an excuse for solar panel support. Of even greater concern, is the idea to leave the existing rafters exposed after the roof is raised. This will leave a large portion of the library space without overhead light, will cast shadows and be oppressive and will leave the space with insufficient illumination to be used at all on dark winter days. Since it doesn't appear that this monitor will do what it was originally intended, perhaps the money could be better spent elsewhere. The rafters will make the room look like a barn; leaving the exposed rafters is a terrible idea!

The lighting plan in the current blueprints is risible. The lighting doesn't cover the entire space, would be completely unworkable with a bookstack and fails to address the monitor-covered areas. Vertical space permitting, a dropped ceiling with a regular light panel pattern would be best. The pattern should be set after the final interior plan is determined, especially the bookstack placement. It's hard to imagine what the proposed lighting pattern was intended to accomplish. The wall sconces between the exposed rafters would

accentuate the whole rafter issue.

Structural Alterations

There is only one possible area for a bookstack and that is the area to the south of the east-west wall currently defining "Melissa's space." This wall must be removed. If the wall remained, the side-aisle requirements and the placement of the cutout doorways would eat up all the shelving space. In addition, the space would be difficult to monitor from the other side of the wall where the staff person will be located. The Library should not have any interior partitions since there is only one staff person to manage the whole space.

The window wall between the community room and the library near the current wood stove should be filled in since the space could be used for badly needed shelving.

The doorway on the corner of Howard and Main can apparently be closed. This would also provide desperately needed space for shelving or display cases. Can the vestibule be re-incorporated into the room?

The only space we can identify as a children's area (at the far west end, currently the kitchen) is no bigger than the space in the old library and has less adjacent space for shelving. This is a major disappointment. Since a wall establishing the media room must be built at the northwest end of the space, I suggest that the media room be made smaller. Also, it would be better to have the existing wall moved northwards to match the media room wall, but that would entail modifying the community room. However, we ask that it be considered.

The electrical outlets for the space are inadequate. Without a final plan it is hard to say just where they need beefing up, but certainly some study carrels in the center of the room will need electricity for computers, either thru floor channels or from the ceiling. Also, the copier and central printer will need power. My experience is that there is never enough power outlets. If we could get to a final layout, then this issue could be addressed sooner.

The floors are not uniform and are too dark. There should be new flooring throughout, including carpet in the non-traffic part of the proposed reading room area.

Library Security

One person is all the staffing the Library is likely to have for the foreseeable future. That person cannot monitor the comings and goings of library patrons between the Library and the rest of the building. Giving out a key to the other part of the building for restroom use and getting it back again is impractical since people may leave by other doors or worse, may hide or engage in unacceptable behavior in the other part of the building. Checking the rest of the building at

closing time would be unsafe and should not be put on the library staff. Providing an internal toilet in the Library (in effect making the Library self-contained) is the only answer to this dilemma.

The removal of the east-west wall already referred to above is also a major security consideration.

Furnishings

Although about \$15,000 appears to be currently budgeted for furnishings, the true number will be more like \$80,000 (and that just for basics). This includes a bookstack and other shelving, a new circulation/reference desk, computer carrels and casual seating. These items will determine the difference between a junky space and a library we can be proud of. I think many donors will expect to see visible library upgrades, not the same worn out furniture and mismatched shelving from the old library.

Without the removal of "Melissa's wall" I couldn't do anything with the space layout. Please let me know if you want to discuss any of the items I have mentioned, or if you wish me to undertake anything further at all with respect to space planning.

Sincerely yours,

Will Davis
March 15, 2009

[1] Retail-store factors such as display design and fixtures, flooring, smell, sound level, store lighting and temperature, wall coverings, and other elements of store's ambience, which can be studied and controlled by a retailer to influence the consumer's buying mood.

