

Missouri River Regional Library
Capital Facilities Committee
February 20, 2024
Minutes of the Meeting

The Capital Facilities Committee meeting was called to order at 7:07 p.m. by Chair Anita Randolph.

1. Roll Call of Members

Capital Facilities Committee members present: Anita Randolph, Kay Kasiske, Steve Nelson and Bob Priddy

Member(s) absent: Becky Layton and Stu Murphy

Also present: Claudia Young, Library Director; Angie Bayne, Assistant Director of Public Services; Jonathan Hickman, Maintenance Manager; Debra Winter, Business Manager/Accountant, Diane Clingman, HR Manager; and Robin Coffman, Administrative Assistant

2. Approval of November 21, 2023 Minutes

Steve Nelson made a motion, seconded by Kay Kasiske, to approve the minutes of the Capital Facilities Committee meeting held November 21, 2023. Motion carried.

3. Facility Improvements

a. Review of Ongoing Projects

Members were reminded that the Committee recommended and the MRRL Board had already approved the elevator repair and electrical improvements for the main library facility. KONE Elevator is currently conducting repair work on the library's elevators, which includes such items as a new motor, a new start motor, rewiring and hydraulic repair. Stokes Electric is waiting upon the manufacturer to deliver the necessary parts and equipment. A date for the electrical repair has not yet been scheduled; it will require the main library to be closed for approximately four (4) days.

It was also reported that only one bid was received regarding the conversion of the library's multi-stall restrooms to single-user restrooms in order to meet ADA compliance. The bid indicated an approximate cost of \$133,000 for the conversion of restrooms on all floors, or approximately \$64,000 for the first floor and staff restrooms. Steve Nelson made a motion, seconded by Kay Kasiske, to direct staff to seek additional bids for this work. Motion carried.

It was also reported that bids are being sought related to paving the Osage County Library's gravel parking lot.

b. Consider Project to Move Administration into Library Facility

Several options were discussed pertaining to the possibility of moving the administration staff back into the library facility. Options include reconfiguring the main floor of the library to include additional offices; reconfiguring the Mark Twain Room and basement computer center to include office space; reconfiguring the Truman Room to include office space, etc. Discussion included the need to wait until the MRRL Board's new strategic plan is developed and in place as this may direct physical space requirements.

Committee members requested the following:

- Staff to bring back to the Committee schematic drawings to assist in visualizing the varying floor configurations.
- Staff should bring back approximate costs for the varying construction options.
- Staff should be prepared to discuss if and how much public space may be reduced to accommodate administration staff being moved back into the library.
- Staff should conduct focus group discussions, with Committee members in attendance, to seek patron input.

In order to provide staff the necessary time to gather/prepare the aforementioned information, the Committee will reconvene within three (3) months.

The Committee also discussed the need to be very deliberate about messaging of any physical changes once decisions are made.

4. Adjournment

Meeting adjourned at 7:55 p.m.

Meeting minutes approved April 16, 2024.