

**OSAGE COUNTY LIBRARY BOARD MEETING  
DECEMBER 7, 2016  
MINUTES OF THE MEETING**

*The Osage County Library Board meeting was called to order at 5:30 p.m. by Katrinka Goldberg, President. Betty Hagenhoff, Assistant Director was present to take the minutes.*

- 1. MEMBERS PRESENT:** Jane Dolan, Katrinka Goldberg, Jenny Jacobs, and Neil Loethen. Also present were: Claudia Schoonover, Library Director; Betty Hagenhoff, Assistant Director; Noelle Standard, Osage County Branch Manager; Brittany Hilderbrand, News Tribune and Norma Campbell.
- 2. PUBLIC COMMENT**  
There were no public comments.
- 3. APPROVAL OF MINUTES**  
Jane Dolan moved to approve the minutes of the August 29, 2016, 2016 meeting. Neil Loethen seconded the motion. There was no discussion. The motion passed.
- 4. UNFINISHED BUSINESS**  
None
- 5. NEW BUSINESS**
  - A: Engineering Report**  
The board reviewed the Engineering Report on the former Dollar General space prepared by G&T Services, LLC for Linn Printing, Inc. (owners of the building). Jane Dolan and Katrinka Goldberg asked several questions about the condition, weight limits, HVAC, etc. of the space.
  - B: Potential Future Facility Expansion Discussion**  
Noelle Parker detailed the advantages of a possible move to a larger space. Additional comfortable seating space, a larger programming/meeting room, additional storage, and a staff office/break room are the main things they would look for in a new, larger space.  
  
The board discussed the pros and cons of the Dollar General space located on the upper level of the current library location. Attention would have to be paid to the height of book shelving as part of the space is a suspended concrete floor. Additional walls and new floor covering could be installed. The cost for these improvements would be added to the base rent of \$2,300. Total square footage of that location is approximately 7200.

Norma Campbell presented information about the former Family Dollar space (located adjacent to Thriftway Grocery). The space has approximately 7900 square feet with an approximate monthly rent of \$3,833. The space is on concrete slab so shelving height would not be an issue. This is already a separate room across the back. Additional walls and new floor covering would be included in the quoted rent with a minimum 5 year lease. Ms. Campbell presented some statistics regarding the amount of visitors to the adjacent grocery store and highlighted the ample parking available with this space.

**C: Next Steps**

The board decided to tour both locations on Tuesday, December 12, 2016 at 2:30 p.m. They will tour the Dollar General space first and the Family Dollar space at 3:15.

**9. ANNOUNCEMENTS**

None

**10. ADJOURNMENT**

The meeting was adjourned at 6:45 p.m.

**APPROVED January 4, 2017**