

Bethlehem Public Library Board of Trustees
Long Range Plan Steering Committee
virtual meeting transcription
Aug 19, 2020

Attending

Present:
Mark Kissinger
Michelle Walsh
Harmeet Narang
Lisa Scoons

Geoffrey Kirkpatrick, Library Director
Kevin Coffey, Maintenance Supervisor

Guests:
Paul Mays, Architect
Lisa Hayes, Architect

H. Narang
3:02

Let's begin our long-term planning committee meeting. We'll call the meeting to order. I just had two quick comments looking over the designs that Paul had sent out. Uh, one was the uh the initial increase in uh in linear feet of shelving between existing of what he's calling phase one and then phase three. I'm not getting too hung up on what we call phase one and phase three I mean I think those are you know certainly within up for debate oh and I see Paul has joined us. Good morning guys.

P. Mays
G. Kirkpatrick
P. Mays
H. Narang

Sorry about that we couldn't get the link work.
My fault.
Okay
Okay I guess Paul anything you guys want to start off with here?
[background noise]

P. Mays

Uh, well we have a bunch of things to go over today and as you uh stated to mention the phasing is certainly one of them, because there are as you can imagine that there's a a lot of ways to skin a cat here that that we could break into pieces that depend on um how valid they are for your community or when you want to take the bigger bites. Um, and deferring other pieces till later. We looked at them from the perspective of trying to even out the sizes of the projects um in a way that that made them all palatable uh but you can certainly combine them or do them in difference uh different order to a certain extent as long as the constructability isn't affect.

So Lisa sent out a set of um sketch plans the other day that that had uh in addition to the plans we've we've uh shown where for example uh collection has changed we have the documents uh to increase 11 percent give or take the lineal footage of shelving. Which given that the priorities had more to do with meeting rooms and and assembly spaces and things

like that uh the 11 percent increase in stacks is probably a good number for what we're seeing in terms of circulation statistics uh across the state.

5:15

Um and then what we thought we'd do today is walk quickly through uh these hybrid schemes because these are a combination of the various uh comments from previous schemes and show you why we've thought of doing them in the order we have. Um And then very very preliminarily I've put some numbers but they're more a scale of magnitude than specific numbers and I just want to be clear on that because there's a lot of things that aren't known still um that can affect things but uh just to give you a sense of where we are in terms of sizes of projects. So we thought we'd try and to keep it to an hour but if that uh is agreeable to you as an agenda that's what we thought we'd go through the schemes, Uh the the content of the document for shelving versus existing and then very briefly talk about the size and phasing.

H. Narang
6:08
Yeah, that sounds fine about it I'm going to drop it drop at 10:30 here for another conflict that just came up but go ahead and walk us through it. Don't worry about that and I'll just send Geoff um an email here with any questions that I don't get a chance to ask.

P. Mays
Gotcha. Um so um what I'll do then is um if I can share my screen here should be able to yep, did that come up?

G. Kirkpatrick
P. Mays
Should be able to.
Did that come up?

G. Kirkpatrick
P. Mays
Yes.
Great, so Lisa's gonna walk us through just briefly. I think you you've had a chance to look at these for a few days and um probably had a sense of what they were even before that because uh they as I say they're versions of where we were previously. But just very quickly, let's talk about the the entry. Uh this is the main floor and we'll start with uh the sheet which is the existing conditions. Anything to say here?

M. Walsh
P. Mays
M. Walsh
Uh...
Sorry Michelle.
I did have a question. The scheme that we're looking at right now, this is the one with the minimal change, is that correct?

P. Mays
M. Walsh
Well, phase one of this scheme is the minimal change. That's right
And the final on that I guess I'm a little confused on what exactly we're looking at. Are we looking at scheme one, scheme two scheme 3, and I understand these are phases but the end result if going to be which one, which one of the prior schemes we've discussed?

P. Mays
What we've done is consolidated all the comments for all prior schemes

into one master plan that has multiple phases. So if you were doing an absolute minimal we don't want to change the footprint we just want to redo the inside. That's just phase one of this scheme.

M. Walsh
P. Mays

Gotcha.

Phase two if you decide to do the edition, for example that adds the meeting room which is on your screen now. That's something you can do so essentially we've gotten away from disparate schemes into a single consolidated scheme that has multiple phases and you can stop at any point along the way. We tried to make them so they were all self-sufficient. If you stop after phase one, which is minimal, phase two which has an addition uh phase three which then gets the most extensive. Does that make sense to you?

M. Walsh

Yes, it makes sense. I honestly just didn't really I did not recall a discussion that that we were gonna move away from um choosing between schemes one, two, three or four way back when. Um, maybe I missed a step in there. But um but yes please continue. Sorry.

P. Mays

These are certainly we can still modify these if there are things from scheme two or three or something that you think should be brought back into this. We can see about doing that but we tried to uh accommodate all the comments we were getting from those schemes individually to to make a single consolidated scheme. But let's see how it works and if it doesn't we'll come back to it. Okay.

M. Walsh

All right thanks.

P. Mays

The door's not closed.

M. Walsh

Great

P. Mays

The existing conditions drawing anything to comment on this?

L. Hayes:

No, the only thing new that would happened is that I started to show where some demolition would happen in order to accommodate this scheme so it's sort of minimal um demo except for the uh the main the main gallery the brick walls we're gonna cut through so so that you have a lot more visibility between the uh lobby space or the gallery space and the rest of the library. And then basically a 400 square foot addition here. And 175 or 174 addition here so that's the that's basically the start of phase one.

P. Mays
10:13

I don't know if anybody has an appreciation for square footage but obviously if you think of 400 uh as as 20 by 20, it's it's a very small addition. Uh so a few hundred square feet is is tiny uh when you look at additions so.

L. Hayes

But it also would change the entry so that you you would come straight in and then leave room for an addition.

P. Mays

For a future phase.

L. Hayes

For a next future phase so there would be some site work that would

happen in phase one.

P. Mays: So I'm sorry.

H. Narang: So if we wanted to reduce that walking distance further from parking lot to building entry, couldn't the extension be longer?

P. Mays: Absolutely.

L. Hayes: Sure

P. Mays: Yeah we um in fact when you see it here uh we we can extend that space here you can see how we've adjusted the plaza uh for the straight on entry and instead of entering here, we're now entering up here but we could bring it even further. We could connect maybe even to the half round or something like that but that's easy to do because it doesn't affect any other building systems. It's sort of discrete over on this side.

L. Hayes: We could do [background voice] that as a pergola too so it is instead of having it actually be built or you know uh including

P. Mays: Enclosed space.

L. Hayes: Enclosed space it could still be covered. Um further out.

P. Mays: Architecturally a covered walkway that picks up the architecture of the building. You see that at schools a lot where they have bus drop-offs and things like that where they need a long covered space. I'm not saying we want this to look like a school but it's integrated into the architecture, not just a you know a tarp strung over a walkway.

12:00

This is phase one where there are minimal changes to the footprint so the only changes in phase one are this addition and this little addition down here so a few hundred square feet. Originally we were thinking about trying to do the upper level stuff but you'll see in a little bit we've pushed that off to phase three for for uh reasons of scale on the whole thing. But phase one right now is essentially these two small additions that change the entry and Harmeet as you mentioned they could get a little larger if we wanted them to but it's essentially rearranging the interior creating a bunch of new spaces uh around the perimeter a teen space uh, and so forth, but Lisa maybe you can it just the highlights so we can make sure we--

L. Hayes (12:48): So when you come in, you actually enter the library here so so it also cuts down in this big long walkway also so you come in to the library: the Library of Things, and potentially some new materials, you have places to sit,

P. Mays: --reading niches---

L. Hayes: Reading niches; you have a a small meeting room with glass front then you've got some glass and entry into office spaces, figuring this would be public relations. These could go both ways between staff and public and then this is the main Circulation and help Information Desk but this is

located for the line of sight for all the entries; so the new main entry, the original one stays it just moves from this location out just to gain some more space in here.

There's a line of sight to kids and then you can see all the way down through cuz these types of things here are lower, like four-foot-high moveable shelving, and lower things so you can see into um that—we stole this space that had um collection and moved it out here to utilize this this main space better; um this is glass all the way around teens and through so that the Children's Librarian could also see into the teen space and Circulation can also see there; so we've we've glassed off the Children's Room so for noise but we've left it all glass so you can see in and we've created some more space for kids like a todd--we're thinking this could be a toddler room with an archway,

P. Mays: --or toddler space, it doesn't even to be an enclosed room--

L. Hayes: toddler space but then we've created these sort of bay windows into the the lobby space,

P. Mays: --the Main Street Gallery--

L. Hayes: So you can still—you get that connection between the two. We've also taken over, there's a lot of wasted space in the alcoves to get into the the main um large meeting room; we've made 'em a little bit smaller and cleaned them out a little bit and we've created a couple more study tutor rooms, or soho's, small rooms out here. Like we said, there's a med-- we made a medium space here and we've made the Staff Break Room over here trying to give them some glass and we've created a real Janitor's slash storage space here; um there's a little alcove right now off the-- off the men's room so we've tried to create a more usable space and then a-- as a direct connection that we can have right now um between the kids' and the story room; or if they need to use the bigger room, when you get to Phase Three, I've taken over this space so that there is a direct connection between the kids' and the story time-activity room and then this could just become an adult meeting room or activity space at that point,

P. Mays: another one that can be-- and again by by keeping the gallery here, we keep going back and forth because it there's we don't want to be redundant with space but we do want a threshold between inside and outside the library proper but everything outside has to have access to the restrooms and these various meeting rooms; but what this means is you have a large meeting room, two conference rooms, theoretically even the staff lounge, and then in the future uh either this is the chill— children's for now but in the future this becomes an adult room, there's

lots of options for meeting space going forward that don't involve uh violating the threshold to the library itself.

(16:53)

The other thing I wanted to add is separating the Children's Room is partly an acoustic question but it's also a safety question which we're seeing more and more; um obviously we're trying to address the the uh spread of virus uh safety questions, but one of the other common uh questions is about protecting children who either wander off or are led off, by uh even if it's an adult they know-- a non-custodial parent or things like that, um and by actually creating a physical separation between Children's and the main body of the library; we can keep it glassy and it's light and open but there is actually a door then to go through and so staff have an easier time of managing who's in a space or not in a space rather than somebody just skipping over a line in the floor.

L. Hayes: Um just another couple highlights is: we've sort of doubled the back of house space; made it a little bit more efficient that you can actually go around and have parking spots for um for for book carts and shelving along this one this one side where there's high windows, but we've also given a direct connection here so staff could come out and use this patio if they wanted. We were thinking, because right now they they use that patio, but we also are showing you know this could be a small staff patio over here right outside the break room,

P. Mays: --even more private--

L. Hayes: even more private but we've also created two small study rooms up here in sort of this quiet zone but we've pretty much left the stacks the way they are; we took off the three that were on the end here because that doesn't meet code right now to get around the end of where the existing stacks are; we've also rearranged it just a little bit, this row of stacks had two more coming out so it would sort of block your view so in this first phase, you lose I think, six non-fiction collection um stacks; um we could put them here, we could you know look at how to gain something back,

P. Mays: --but we've gained some over here too--

L. Hayes: we've gained a lot,

P. Mays: --we've gained for new and popular; so, in essence, this phase one uh aside from the minor editions, uh rearranges a lot of things in the existing building to get us uh to be able to respond to the requests for additional meeting space of various sizes. That was really the key; we now have a large meeting room, uh some smaller meeting rooms and so forth and by increasing the staff area, it'll also allow us as we get into the details of it, to create more separation there which is in fact a virus safety question so

that the landscape furniture has uh you know taller partitions um that are glass but also more space between the stations.

L. Hayes: The other thing that we had a second thought about is since we originally thinking we would go ahead and do the construction here at this phase but in order to save some money if we didn't, we could actually utilize the house right here; we've taken a lot of the IT out so that you could have a a collaboration space here; IT offices could go into the house, some of the staff office,

P. Mays: --we're talking about the Borthwick property house--

L. Hayes: yeah, which is right here in plan um so you-- there could be a connection from this door to the back of the house or so some staff that didn't have day-to-day interaction with public could go there; the the IT equipment is not as heavy as stacks, there there's really no way that you should be um storing books over there in the house just because of the loading on the floor but offices are perfectly fine to go over there so cuz we were we were showing a reconfiguration of the offices upstairs, you could continue to use the upstairs for storage of books because that's what it's it's um designed for um so you could use that whole...

M. Walsh (21:21): I do have a question, um sorry, and I-- time is getting tight because Harmeet has to go so I just wanted to ask because you were on the topic of the Borthwick property uh I think it's great to consider using it in its current uh state but also, I don't think we have seen a-- an estimate for demolishing it and then using the space for something else and I'm wondering if it's possible to get an estimate on you know how much it would actually cost to demolish the property

L. Hayes: --we have actually--

P. Mays: --We put numbers on that for today, as a matter of fact.

M. Walsh: Oh, is that a--okay, so we just haven't gotten to that discussion yet?

P. Mays: --Right we had said previously that there were very few options for the property and that demolition would be the most likely long-term solution; Lisa was trying to find a temporary use of it, IT being one or IT could go upstairs, but it's probably-- our estimate at the moment is about 120 \$120,000 to demolish the house, they're uh paying prevailing wage obviously and getting rid of uh hazardous materials that might be there that's that's an estimate at this point but um based on other uh projects where we've had to tear down buildings uh Stillwater, Saugerties, uh Port Jervis it's it's probably in the ballpark there.

M. Walsh: Okay and I assume that yeah, the price is so high because of the, the like you said, the hazardous materials because usually the demolition that that's kind of a high price.

P. Mays: Well they have to, yeah as you said, they have to dispose of that properly so they can't just come in tear the building down; um not only do they have to dispose of that, but then they have to afterwards when they demolish the rest of the house, um use uh dust containment procedures so they've got to be out there hosing it down while it's being torn so that dust isn't going up into the public spaces um and the actual, the biggest single cost is probably the fact that you're paying prevailing wage rates; you're not just getting, you know, Joe's Demo to come in and do this uh if it because you're a public institution you're paying prevailing wage rates uh that the state determines for laborers, for uh backhoe crew, whatever it may be.

M. Walsh: Right and and again I'm just going to throw something out there and I realize this it probably isn't the most opportune time in our discussion of phases but because Harmeet is leaving I just want to get it out there: um I was wondering because curbside has been so popular, uh and people are hoping that it's going to continue possibly even beyond the pandemic, uh if that Borthwick property, if we were to demolish it and do something else with that space I'm wondering about a possible drive-thru, uh grocery stores were doing that kind of thing long before the pandemic as far as driving up and receiving your packages to your vehicle uh and I think it's something that possibly the library could consider; I don't know how difficult that would be to to draw up a scheme for that or um to add that in at this stage.

P. Mays: Uh huh, no that wouldn't be too bad; uh it would involve a phase probably beyond the three that we're talking about but we could move that up in priority if that was something we wanted to do. We just did a drive-thru at the Moffat Library in Washingtonville uh last a year or two ago and right now, as you say during the pandemic, 'they're saying thank goodness we stuck with, 'you know it was a question, do we want to do it, do we not-- they're they're golden now when it comes to to drive thru pickup cuz they're set up for it,

L. Hayes: --yeah--

P. Mays: but Lisa had started, sorry,

L. Hayes: We uh I don't know if you can, I don't know where you can see,

M. Walsh: --yup--

L. Hayes: I—we started to do a little scheme of something that could happen on the site or just straight parking um because I know that the count went over the county offices across from you,

P. Mays: --the court--

L. Hayes: sort of steal your spaces but as a way for you guys to get more parking

over there but we could definitely think about having a loop there, a drive-thru loop,

P. Mays: The trick is we have to loop it so that you,

L. Hayes: --so that the driver--

P. Mays: The left-hand side of the car,

L. Hayes: --right--

P. Mays: is on the on the building side so it's counterintuitive to the way the rest of the site circulates at the moment, but we're probably a lot of that piece anyway; so Michelle, it's an excellent point if that's something that we want to consider as a, 'let's look at this or as a priority going forward,' now's the time to be thinking of it in the master plan and then deciding where it makes sense to to construct it, yeah, no it's a good thought.

M. Walsh: All right, thank you.

P. Mays (26:07): So, uh coming back, again the phase one is fairly straightforward it does get expensive in the sense that it's a large building and it is uh coming on a half century old give or take, right, 1970s-- so um of course I'm a half century old now that I think about it but having said that, there's a lot to do there; so, um the other question mark and we we're just going through this at the Niagara Falls Public Library as well, the building itself isn't exactly built uh for flexibility because of all the masonry that you have; in other words, if there were framed walls and sheetrock and moving things wouldn't be that big a deal but the architecture of this building is such that you have big open spaces which is great for flexibility but whenever we do want to punch a hole in a wall, it's likely a load-bearing masonry wall in most cases um so we've accommodated that in the numbers as we've looked at it but phase one is is basically within the footprint um and making the programmatic changes that the public was asking for, for meeting spaces uh and and uh so forth, okay.

Phase two, if if you put it in its simplest terms, takes phase one's already done it's all this stuff um and then adding on a new uh custom-built uh meeting room into that area that we talked about; Michelle you were mentioning which what about the earlier schemes, this was the one uh I think we were told that the children's room version that we had over here in one of the schemes probably wasn't desirable, um we had looked at a few other things, but the one that was desirable was putting a new meeting space here um so that that's what this shows.

So, here's the entry, or Harmeet if we extend it up here, here's the entry whatever it is but now we've gained this piece. This is relatively simple and in fact most of this could happen while the library was open because we can partition this piece off and do this construction without affecting

the library itself; whereas, the phase one things we were talking about you would either have to break it into components and work in an area, then work in another area which we accommodated that drives up the expense. It would be easier if you could move out for a few months but then you're talking temporary space and the cost for that so,

L. Hayes: But we did see when the last time the in-- the interior of the building was renovated, there was a very interesting drawing that showed how you move from one space to the next to stay in the building, so it has been done before.

P. Mays: We're doing it right now at Guilderland,

L. Hayes: --yeah--

P. Mays: literally uh moving the the shelves around to make it all happen during their construction. Now we're showing this as phase two because it's a discrete piece that can be broken out; on the other hand, if you combine phase one and phase two you could construct this first and then have this as a as a swing space, essentially move things into it as you renovate those areas; so for example, it could become the temporary Children's Room while you do all the phase one stuff here, then the children move back, then you move some adult things and so forth um so it does give you some value if you did it first but again, we were looking at some things we could pull apart uh to break it down into more manageable pieces.

L. Hayes (29:40): And the size of this room accommodates I think I I said like 130 people; I— this this imaginary line that I drew was, I I didn't want to go beyond that point because that's sort of where the main portion of the park is. This could get larger if you wanted it to be a bigger space and I also thought it would be nice to create an area here that could act sort of like as a stage for—

P. Mays: For the lawn area.

L. Hayes: For the lawn area so that's that's what's happening.

P. Mays: So when you're doing outdoor programming and and the things that happen [?] concerts and so forth, you would have power here, you would have maybe a

L. Hayes: --A covered way

P. Mays: A step up, yeah, a a canopy or, you know, maybe even uh lightweight, you know, tensile structures out there, there could be lots of neat things about that that really expand its usability. Um at Wisner library in Warwick we have an outdoor children's plaza uh and they can put tents— oh did we visit Wisner?

G. Kirkpatrick: We did.

P. Mays: Did we, yeah okay, um, but yeah so even in uh drizzle, you know, not

pouring rain but even in a drizzle, you could be outside under those under those canopies, so um, so that's what this phase two would be, uh and again you can see that could be done completely separate from phase one or together with phase one. Phase three um then really starts to take the uh this corner of the building, so this is where we moved that integral stack system into this phase of construction and this addition, so we move the elevator from the central point out here where it's going to make sense for future additions uh or or other options but it—

- L. Hayes: but what that—
- P. Mays: —happens in here.
- L. Hayes: —what that does is right now this is only a seven foot three inch ceiling, so it it allows us to raise the ceiling and the new floor of that area so it feels more open, a better con—sort of connection between all of the collections by having that be a higher space. And then that's why we thought it made more sense to do the renovations of this all in this third phase.
- P. Mays: Yeah. Plus by now if you've already done the meeting room it gives us that swing space and all we have to do is partition off along these column lines and they can do the construction behind that wall and keep the rest of the library open. It'll mean limited access to some of the adult collection but if you move it into one, either the existing meeting room or the new large meeting room, you'd have access to a good part of it at least.
- L. Hayes: But what I was saying about this one is in this phase, you you can take over more of this space to have this direct connection between the children's and the Storytime room; you can still have doorways into it from the main library but that was one of the main...it was one item that was desired was to have a direct connection. We we also thought, well, maybe we make a much larger Makerspace which can also be sort of a seminar space too, and then you gain this extra meeting room out here for the public that could be—you could still use it for kids for a smaller group but um it also, it's always nice to have an extra meeting room.
- P. Mays: Can you explain quickly the reason that we—the reason that we can gain this space now is because the things that were here, where did they go?
- L. Hayes: They they went all upstairs—
- P. Mays: Upstairs, yeah.
- L. Hayes: —to the upstairs, well the the study rooms moved over—
- P. Mays: Into the addition.
- L. Hayes: —to this expanded addition space which which made some sense to have them all on this main floor, but then the two two offices and one conference room—
- P. Mays: Move upstairs.
- L. Hayes: —could then move upstairs so that all the staff is sort of— [*P. Mays acknowledges*] well, this staff stays here but this staff can move up there,

the bo—a bo—you would have a—can have a real board room but we did do a couple little small tutor spaces or study spaces, intern spaces, so some leftover spaces in the corners.

P. Mays: And we can always use them as storage.

L. Hayes: Yeah.

P. Mays: If you don't want to use them as tutor s—there's there's never enough storage so that's that works too, but you can see by getting rid of the columns that are throughout this space which is above this space, it really frees up our ability to to move office things up there so, this phase three then um sort of brings us to the build out of what we were talking about and gives us an increase in collection, a tremendous increase in meeting space, uh better staff areas, better utilization, and we still have an undetermined phase four that can go off this way. So that phase four could be another addition at least as big as this addition, um or it could be parking improvements and a or outdoor program improvements out in that area, uh or even Michelle as you were mentioning, you know, the the extension of some staff areas and a and a drive through pickup and and so forth out in this area, or that could be combined into this phase. I mean, but but at the moment we're just sort of looking at at lots of different options. But does this all make sense and is—I should stop there. Two questions: does this all make sense to you, and again the phasing can be shifted as priorities are determined, but the second question is, is there anything from schemes one through three point whatever or four that we looked at before that you say, 'wait, we were gonna do that and I don't see it anywhere here.' I think we picked up most of the priorities and got rid of the things that we didn't like, like the the you know, the the children being out here, but you you would be the best judge of that. Any any thoughts?

M. Walsh: Well I do notice on scheme two, and I realize not everyone has this in front of them, but we do have a bump out you called it...edition one it looks like, um at the very bottom of scheme three on your screen now, um—

P. Mays: Down here?

M. Walsh: At those two little bump outs—

P. Mays: Mm-hm

M. Walsh: —to the left of that you had a a small addition for the studio conference book sale space—

L. Hayes: Right.

M. Walsh: —is what it was called

L. Hayes: Right.

M. Walsh: Um is that area uh another possibility for a (crosstalk) small addition there?

L. Hayes: Yes

P. Mays: It is but—yes absolutely we we can we can do that, we—our thinking was we had started to create so many other spaces we didn't want to just go forever and keep creating more and more spaces, but, uh that's an option either as part of one of these phases or as a future, you know, again, at the end of the master plan we can still say we have future expansion here—

L. Hayes: Yeah.

P. Mays: We have future expansion up here, you know, we still have opportunities—

L. Hayes: And there—

P. Mays: In 10 years or whatever—

L. Hayes: There's there's there's still the possibility here to extend too, um, but we by the the question of what can we do in just the footprint was the sort of the catalyst to see if we could get most of what you needed within the footprint of your existing building.

P. Mays: Mm-hm.

M. Walsh: Right and I think that original question was just because we hadn't seen—

L. Hayes: Right.

M. Walsh: —what we could possibly do with the existing footprint, not that we're against those original plans (crosstalk) that would, you know, extend the property (unintelligible).

P. Mays: Certainly we can show dashed, you know, the creation of spaces where future editions could be, um and if if it's a priority, we could even start to think through the interiors of those and how they would expand the areas that are adjacent to them or what would go in them. Um sometimes it's tough to tell if you know that, you know, phase four or five is going to be at least 10 or 20 years down the road, it, you know, it can be an exercise in yeah, how how far do you take it, you ju—we have space, we have the opportunity to do something there, uh but we also have time to think through what may happen uh with with library technology and usage. Certainly, you know, the things we're doing now with study rooms and tutor space and and extra meeting spaces um are are different than they were 10/20 years ago even. Uh so we have the opportunity to to roll with things if we know we can expand into those areas later.

L. Hayes: But but your question Michelle is—we did sort of a minimal solution here to get a better entrance from Delaware Ave—

P. Mays: But we could—

L. Hayes: We could do that phase one

P. Mays: Yeah.

L. Hayes: To to make that some space that we we think is important to have um in that location, but.

P. Mays: But we say that but you're gonna see the numbers for the phases too and

that may...you know, there may be a point where you say, 'oh wait a minute, you know, we have to make this a manageable number so—

M. Walsh: Of course.

P. Mays: You know, there's a lot of variables in play at the moment and the master plan will try and delineate what all those are, prioritize, and give us a firm direction but I think I pointed out when we were talking early on, you know, I showed you Kingston which had like a six-phase plan and we've rearranged them as we've gone along—

L. Hayes: Yeah.

P. Mays: —because different grants became available or a priority came up that was di—you know, so what was originally phase two got deferred and we put phase three in front of it and actually did a phase 3.1 afterwards, so the master plan is flexible; there's lots of things we can change and and as you say, if we decide 'wait, we really do need to add something here' that's easy to do; we know we have the room for it, okay?

L. Hayes: And I think (crosstalk) Harmeet had a question before about what the setback was?

P. Mays: Oh.

L. Hayes: The the two of the two of the those two bump outs are right at the setback on Delaware Avenue so we we can only do an addition that, well [?]

P. Mays: Well, we could get a variance.

L. Hayes: We could get a variance to go beyond it if we wanted to, but that's sort of a—

P. Mays: You—yeah, it would be difficult. You have to show a hardship—

L. Hayes: Yeah.

P. Mays: —in order to get a variance and given that we have other opportunities to expand in different directions that might not be easy to prove; um municipal buildings sometimes are easier uh to show a hardship than others. This—wasn't this a plaza or garden as well—

L. Hayes: That's the garden, that's staying.

P. Mays: —So so we we we took out the addition there because we knew that that was a, you know, something important to stay, uh but as as we say there there are other opportunities to to add those things back in. And we think this gets you up, uh you know, in terms of square footage this this probably puts us about where I would have expected at the end of phase three here with still the opportunity to add thousands of more square feet in the future. Anything else you want to cover on thi—we can come back to the plans, uh I I see it's 10:44 um--

L. Scoons (40:40): I just wanted to ask

P. Mays: --oh yes, Lisa--

L. Scoons: a question about doors:

P. Mays: --doors? --

L. Scoons: Now in—we now would have three different entrances into the exterior,

P. Mays: --here and here--

L. Scoons: is that a concern as—Geoff, I’m kind of looking to you cuz right now we have one so

G. Kirkpatrick: --one entrance into the main part of the library

L. Scoons: --yeah--

L. Hayes: --But you you only have two

G. Kirkpatrick: Two, so we’re adding—they’re definitely adding one there um

L. Hayes: --but I’m exiting

P. Mays: Yeah this this one's just an exit, you wouldn't come in-- we don't want people entering the Children's Room first; I didn't mean to cut you off Geoff, sorry, but um no this this one is technically not an entry to the the space, it would probably be an alarmed door as a matter of fact because it comes off Children's um but this one is the existing one and then we added one here but both are within sight, easy sight of the the main desk. But Geoff, yeah, thoughts on that?

G. Kirkpatrick: I I’d probably to do some thinking about that before I had a—before I have some thoughts on that, does that make sense?

P. Mays: Sure. Any other questions before we move on?

M. Walsh: I did have one more question: um we had a tour of the library recently and so this question came up of the essentially two hallways that we have going in near the main entrance

P. Mays: --you mean right here? --

M. Walsh: um yes well well that one and then behind-- uh go back, bring your arrow back up and then go up a little more. That set. Yes, that one and this one. I think the idea is to somehow keep the main library separate from this other meeting space area

P. Mays: --Correct.

M. Walsh: But the conversation we had on our tour was there’s actually never a time when we have meeting space, meeting areas open when the library is not

P. Mays: --okay

M. Walsh: so is there really a need to separate the two?

P. Mays: I'm gonna suggest this at this phase I would keep them separated because we want that decision to be a policy decision not an architecture decision; in other words, you've decided the meeting room's never open when unless the library is open um but you do have the option if things change going forward you could open one and not the other. I would suggest leaving them separated here but in this phase, the next phase two, now that you have the option to have this meeting space open, we could close this off here depending on restroom access-- that would be something we'd have to work out

L. Hayes: yeah--

P. Mays: cuz these rest—right now, we're relying on these restrooms but then, this whole thing could be part of the library proper if that's what you're getting at Michelle.

M. Walsh: --Yeah

P. Mays: and at that point, you'd still have a meeting room that could be separated; because of where it is, um we can we'd have to work out restrooms but that that's an opportunity maybe to then break this through; and because this is all glass, we've already broken through the walls here, that's a minimal change between phases one and two: um in other words we put in these niches but then they just become open, we take the glass out for the next phase and now all of this is part of the the lobby of the library or not lobby but the the main entry sequence, that's a possibility anyway.

Because your plumbing is all here and you have a slab on grade it you know getting plumbing over to these areas and we we we've talked about trying to get some things over here but it's going to mean trenching and so forth so that's where some of the expense comes in but but that might make sense if you were really looking to get rid of the redundant corridor. Right. Okay, thank you.

M. Walsh
(44:35):

P. Mays: And I think I mentioned that at our last meeting: we'd like to make that one space but it for now it is important to keep the two separate, from our perspective, if you decide as an institution um not just now but as far as we can see into the future we don't plan on ever having meeting space available when the library is closed then we can say, 'alright,' we'll we'll all go from that assumption and and the need for this separation goes away because then these restrooms are always accessible you know but but that's a-- I don't want you to make that decision lightly, that that's something we actually usually try to design into a building, uh you have it already so taking it out was sort of you know not what not what our first thought was but if that's your policy and that's what you think for the foreseeable future, we can do that.

M. Walsh: Okay.

L. Hayes: Yeah, that's easy easy to do.

P. Mays: --and it actually gives good supervision for the restrooms and stuff like that if it's all one space compared to... I'm sure staff at the desk now aren't quite sure what's happening out in the hall all the time

G. Kirkpatrick: You're not—not perfectly, right.

P. Mays: Yeah yeah so um I'm gonna stop sharing this screen for a moment if I could and uh go to... bear with me—um occupancy lineal footage so the lineal footage, just very quickly uh you'll see in the summary, I think these were sent to you already, right?

L. Hayes: Yes, I sent them after...

P. Mays: Am I sharing this, I'm not sharing it yet... share screen...

L. Hayes: --you get the right one? --

P. Mays: Okay so this is the new in the master plan um we get up to 11,592 in phase one and the existing... can I share the screen, stop sharing, share screen—the existing is 10,393 so we have an eleven percent increase just to that first, in collection, just to that first number. Now within the individual collections there may be some other numbers we want to look at, [to L. Hayes]: do you have any highlights of that or thoughts on anything that change?

L. Hayes: No

P. Mays: Did you have a chance to look at that, Geoff?

G. Kirkpatrick: I did.

P. Mays: Collections and so forth, did you have concerns?

G. Kirkpatrick: Um not yet, I would want to look at the-- I think the yeah I like the the space that's gained up in the hall, you know the new hallway up front, um there's certainly more than you lose in nonfiction but but that's it's different shelving so so it would definitely be uh uh, well not definitely, I think my impression is that it would be a drop in the amount of non-fiction shelving available and we would have to to figure that out or accommodate that.

P. Mays: Right and and there will be some flow of where collections are; we need to make sure they happen in an intuitive and orderly way so you don't have your L's way over there and your M's way over there, or you know, or genres that that start to cross.

G. Kirkpatrick: Yeah yeah that's a level of detail we haven't gotten to on the staff but I think we would have to, we would have to get to there to to because that that layout of the collection it's always a challenge.

P. Mays: It is and it's not something, yeah I would say too, we're still talking about all these variables in the master plan trying to solve that right now is premature because, 'what's the building actually you know at any given phase,' we still don't know all the answers to that but the long and the short of it is, we know we don't have an overall decrease, we can work things out, you know, that that's where we're going with it.

L. Hayes: As you can see there, that's 3,018 for non-fiction and it's like 3,400 existing so

P. Mays: --Yeah that came down by four hundred

L. Hayes: So it came down; that's that's the only I believe that came down um

G. Kirkpatrick: I agree.

P. Mays: Within that clip

L. Hayes: --yeah

P. Mays: Okay. Okay and and Geoff, the other thing we would then talk about you know that changes the the status of some of these things would be um, you know, maybe a higher percentage goes into the new and popular

collection or stays there longer before it goes into the other collections and that's a way to, as you know, to adjust the linear footage in any given piece so um I'm gonna I'm going to uh go out on a limb here and share something that that-- um this is the—I I want to make sure that we are on the same page, I'm gonna show you some numbers but they are very very back of envelope numbers right now, okay, um but just to give you a sense of uh sort of order of magnitude or scale, um this is not a document that was sent to you set because it's still very much in the draft form. Do you have this in front of you: a draft Preliminary Budget with today's date?

G. Kirkpatrick

We see it, yep.

P. Mays:

Okay so um what I did was uh Lisa and I were working on this uh to to try and summarize it in a way that made sense: so the main floor and the upper floor, your existing conditions, are about 32,000 gross square feet and then in phase one obviously they stay the same but we have those two small additions: addition one and addition two so your gross square feet grows very slightly.

Phase two you have that meeting room addition, the way we were showing the phases, um that's addition three so we're up to 35,000 square feet; and then in phase three, we have addition four which is that rear corner where the elevator moves to so we add another 2,000 per floor so we're up to 39,000 square feet, so overall you would add about 7,000 square feet if you did the three phases the way we were showing them and I'll send you this document if you want it but again please this is not a real cost estimate, this is just taking very rough numbers and it hasn't thought through um, 'how much IT are we doing?' how many, you know, there's a lot of little pieces that can add up.

It also hasn't thought through what are the costs of financing this so if you had a referendum to pay for one, you know, there are costs associated with the bond uh and bond anticipatory notes and the all that so but but given these numbers, um phase one we we took \$200 per square foot to the net square footage; not the gross square footage, we're not renovating every area so like the garage for example isn't included in the square footage.

(51:25)

At two hundred dollars a square foot for that, a lump sum of about a quarter million to redo the site work, the two small additions are various-- you can see that's only a quarter million and then I did furnishings, I put 38 dollars a square foot meaning all new. Now, you may not want to do all that but I'm just trying to think through worst case here; that gives us 6.1 million roughly and then I added twenty four percent for soft costs.

I do realize that says 0.24% that's just to make the calculation work in Excel, sorry, um but twenty four percent meaning all the fees all the—uh

again if you had uh uh there's there's design fees, engineering fees, surveys,

L. Hayes: --construction management

P. Mays: uh construction management, referendum costs and so forth. 24% covers a lot of those things and but that phase one we're at 7.6 based on what we were showing.

G. Kirkpatrick: Is that number including the um the I know we were originally including the demo, uh the changes in the in poles or is that not not inclusive of the of the non-fiction area and the and getting rid of them?

P. Mays: That's not inclusive of that yet, right, okay now this is a very conservative number so so I you know again, I feel like yeah, we can make this tighter but at this stage, I'm keeping it as broad as possible. I'm sorry, Lisa.

L. Scoons: I just need to interrupt for a sec because I need to drop off because I have another meeting to go to but I just wanted to say, thank you and let you know that.

P. Mays: Okay, thank you Lisa.

L. Hayes: Thank you.

M. Walsh: And just to, I'm sorry, just to confirm: that first 7.6 million does not cover removal of the poles in the fiction section?

L. Hayes: No.

P. Mays: That's right, we moved it down here into phase three, that's right, okay now \$200 a square foot is a lot for renovation but again, we're looking at you trying to stay in the building while you're doing it which is going to make it more expensive, we were looking at the fact that a lot of it is masonry; that that isn't easy to just shift around and we were sort of looking at a complete redo of a lot of the space, in other words that we're refreshing almost everything it's not like uh we're leaving the Children's Room alone, I mean we were sort of touching every public space and almost every staff space so we we put a higher number on that but um that that might easily be 150 instead of 200 which lowers that dramatically obviously but just for again, back of envelope, if that's at 7.6 you can see phase two is really mostly just that addition: there's a little bit of renovation, a little bit of site work but it's that meeting room addition and furniture and that's a 2.3 number to do to build that addition uh that gives you the large meeting room, the the entry area and so forth.

And then phase three, we have a 120,000 in to demo the house and we have 370... 120 370 yeah... 370 for the stacks to remove all, that's your question about all those poles, because it's interior work it's it's got to happen while we brace things to to keep the rest of the building from falling down while it happens; then we're re-renovating that space and redoing it: that's that number, the 1.3. A little bit of site work and then we have that two-story addition around that back corner where the elevator

is going at 1.8 and then again more furniture so we're at 4.1, and again 24%, we're at 5.1 for phase 3.

So if you took these three phases: they total 15.1, give or take, but again you could combine phase two with phase one and make it not you know about 10, right, to 7.6 and 2.3 or you could combine phase two with phase three and make this 7.6 and and this one 7.4-7.5, there's some flexibility there.

Phase four is either a future addition or additions, future site work, or parking and what I haven't included up here: are IT or data upgrades. Um we're doing a major rework uh at Pearl River right now which is about the size of your library and we have 500,000 scheduled for IT upgrades there um so that that's a big number, but I don't know if that's a priority for phase one or if that happens later as we go along.

(56:20)

The other thing I just wanted to add at the bottom, I know we're running out of time, is I would want to put contingencies on each of these individually or on the total; that is, you know these are the numbers for construction and so forth but you never go into a project without knowing uh that you have a reserve to cover... 'we take a wall apart and there's piping in it that nobody knew or we find hazardous materials whatever it may be,' now the contingencies at phase one are going to be lower than the later phases because the contingencies for the later phases are going to have to include escalation or inflation.

If these phases are happening a year, or two, or even five years down the road that's obviously that means 2.3 million is no longer 2.3 million; whereas if something's happening within the next year, you don't have to add that escalation contingency, you still have to add though a construction contingency and a design contingency to make sure that you can cover the things you want to do.

Again, I I'm asking you, you know, not to swear to these numbers like you said 7.628487 but just to give you an idea as we're looking at the rough scale and why we broke some of the things out the way we did.

If we had included all that demo and renovation uh for the stacks area, for the the polled stacks area, you know this starts to rise quickly to 9 million-9.5 million in phase one; that may be okay, you might decide we want to do a referendum let's cover that but for now we moved it out here to keep these three items as manageable separate pieces...

for discussion, I should say that, this is up to you but you know we're we're here to advise you on how to make what you want happen happen so you you could well say like, Michelle: 'I want that, you know, extra addition space on the on the street side,' we can add that in, you know, that that is not a problem um but at some point, we have to sort of say, 'okay here's the general master plan,' it can be adjusted but this is the

general thinking and consensus.

M. Walsh: Okay.

P. Mays: Alright.

G. Kirkpatrick: Alright.

P. Mays: So that that was an hour, I apologize, I I I talk a lot but um are there any other things we want to talk about today-- I mean Lisa and I are here if you need us um do you want to go through anything, go back and look at something again or anything else?

G. Kirkpatrick: I think I'm good, we've got some thinking to do on our side but I appreciate uh running through; it really helped me understand those um those those phases and what was included in them and and I appreciate you taking the time to point those out to us.

P. Mays: Absolutely and um again if anybody is looking at something from a previous scheme and you say, 'I really wanted that or why aren't we looking at that?' please let Geoff know, he'll send us the bullet points and and we'll go through it but I think, you know, the way we typically work this we don't want to have ten different versions in the master plan; the master plan has to give a direction and so what we've done is taken all the ideas that seem to work and resonate, put them into phases that work to give us one direction um but if if there's something that you think we should rework there let us know that and we'll we'll accommodate it... alright.

G. Kirkpatrick: Great.

P. Mays: So next step and I think you brought this up Michelle at the last board meeting, you know we're not ready to go to the board and certainly not the public yet with, 'we're throwing this out there,' but um you may want to think about this a bit and then we should schedule another committee meeting to review; so right now if you have specific things you want us to look at, we can sketch a few of them and put them on paper but at the moment I would suggest let's start with you sitting on this for a little bit of time, thinking it through, and then getting back to us and we can have a dialogue about what what we like, don't like, what we want to change or leave.

M. Walsh: Sounds good.

P. Mays: Does that make sense?

G. Kirkpatrick: Yes.

P. Mays: Okay, as always let us know if you have questions and we're here for you.

G. Kirkpatrick: Okay.

M. Walsh: Okay, thank you.

G. Kirkpatrick: Thank you much.

P. Mays: Okay

L. Hayes: Thanks.

P. Mays: Thanks everybody.

G. Kirkpatrick: Bye-bye. Alright, so there's only only Michelle and Mark if you want to move and second to uh to gavel out here.

M. Kissinger: Uh sure I'll make a motion to gavel out on the public meeting.

G. Kirkpatrick: All right. I'm declaring we're done by uh by numbers. All right, I'm going to stop the uh live stream.

M. Kissinger: --done by attrition

G. Kirkpatrick: Done by attrition, I like that.