

Duchesne County Library Board Meeting May 2, 2017

Duchesne Library

Convened: 5:06 pm

Roll call:

Present: Director Daniel Mauchley, Commissioner Greg Todd, Chair Bert Jenson, Vice-Chair Sherry Lott, Secretary Lisa Roberts, Yogi Nielsen, Janet Roberts, Kerilynn Miles

Approve April 25, 2017, minutes:

Motion: Janet Roberts

Second: Yogi Nielson

**fixed the meeting day on the minutes. It should have been Tuesday, May 2, 2017, not Thursday.

Public Comments: none

Review Architect Minutes from Babcock Design:

- Grand County Library said having solar wasn't great. Rocky Mountain Power donated solar panels for them. They wouldn't have paid off, but it was donated.
- Will have to compromise on wish list.
- Think about line of sight for staff in the library
- Daniel ask Ryan Snow about doing a public survey to everyone in the county. We just need places to send it to.
- Location selection – still have a place where the current library is, but need to have a location where it can be expanded.
- Not sure we will be able to use CIB money
- Lowest bid for building may not be the best – change orders may be a constant thing. The adjusted bid may be a better option.
 - o Have 4 contractors bid it out that have had experience working on libraries in other locations.
 - o Duchesne county has a 10% local business preference.
 - o \$250-300 per square feet is the average cost
 - o operating cost go way up if there is more than one level.
- For prospective, Uintah took 14 months to build. We are a little smaller and may take about a year.
- Building costs will continue to go up, and we currently have \$2 million to work on it, but looking at it costing about \$4 million.
- From the response of the newspaper, the public is excited about it.

-Greg: A CIB meeting June 2 at 8:30 am (?) would be good for us attend. Be early and network. Be there to understand what occurs and what we will need to do to present. There will be politics involved with it as well that we will need to be aware of. Never say "library" – use "resource center".

Discussion:

- inform people of what a resource center is. "Sell it" before you "sell it."
- oil companies have been willing to donate in the past. How are they now? Would they be willing to donate?
- the very first thing that needs to be done is find a place to put it. Do you need to buy land? Will the current library need to be closed for 2 years to build it?

Library tours pictures/presentation by Daniel:

Grand County in Moab, Herriman, Roy all were visited by Daniel and Steven to get ideas for Roosevelt's Library.

- Entrance kiosks haven't been used well in Moab and plan to get rid of them.
- All have self-check-out areas
- Do not have too long of a desk – too far around to get to patrons, but need a drop space
- Power point announcements on a computer while checking out – Herriman's is large
- Self holds picked up in Herriman
- Herriman uses sound cones in their area with computers, tvs, etc.
- Work room – large island – behind circulation desk with 2 doors to get through.
- Break room – when not on break, they should be working. Lockers necessary?
- Mechanical room
- Art work – prominent in all of them.
- Community Room – Must have MULTIPLE exits. Never enough floor electrical outlets. Often community rooms had doors opening to outdoor library space. Roy's was three combined rooms. Dividers could separate the rooms so that more groups could take advantage of the space. Kitchenettes were nice, but code may have changed concerning having ranges in the kitchen area.
- Children's Area – Short shelves. Rounded corners on tables & furniture. Herriman had wooden wall games for the kids.
- Family Restrooms with some lower toilets for children near the children's areas.
- Grand County started with carpet floors. Struggled to keep it clean. Pulled it up and tried sealed concrete and that was very noisy and needed repair often. Then tried Vinyl Tile. They have really loved it. It's quieter, easier to clean than carpet, can still replace pieces of it. Sherry thought that it was warm.
- Patron office area including copiers, fax machines, staplers, hole punchers, counter space, scanners, etc.
- Grand County offered carrels with power strips because many people brought their own devices and laptops. They got some privacy and the power they needed. Maybe a mix of space with power and privacy with regular computer stations. Still need to provide technology for those in our community who don't have it.
- Roy and Grand County had separate board rooms/conference rooms apart from the community rooms.
- Roy had glass display shelves to display models, realia, etc.
- Roy had large theater room with powered sliding rising rows of chairs. Two sliding doors were below the theater screen to allow for storage or some theatrical productions.
- Exterior box drops – an eyebrow pullout parallel to the main road allows patrons to pull in and drop off items into the building.
- Director's offices so they can address staff and patrons away from main areas.
- Grand County testing room. A small glassed room with a computer. People can take their test away from the main computer area and its distractions. Maybe this could be combined with a smaller study room. Kids of parents who are testing could be with them together in the room.
- Herriman's teen area had three walls but opened up close-by the information desk at the center of the library so it could be managed. Welcoming, colorful. Comfortable furniture, high back booths with power outlets.
- Main collection – shelves not too high. Good signage. Herriman put tables and chairs in between the collections (fiction, non-fiction). Helped with staff line-of-sight.
- Roy had such high roofs that they had ventilation, heating, and cooling coming through the hollow floors to cut back on operations costs. That flooring is more expensive, but it is easy to add outlets or other floor needs later since it is hollow.
- Reading areas with comfortable individual furniture. Magazines nearby.

- Grand County had some blind corners behind shelves that had to be patrolled every 10 minutes or so to keep an eye on inappropriate behavior etc. Line-of-sight was lost because of the shelf positioning.
- Roy had an outdoor amphitheater with an outdoor rated sound system. Concrete risers.
- Herriman had 2 small group meeting rooms. Glass walls. 1 room was bigger than the other. Allowed people to have some private conversations while still being seen. White boards available. This kind of room is in high use at USU.
- Herriman's information desk was dead center of the library and staff had a great 360° line of sight to all areas of the library. Cuts back on management/staffing costs.

Next Steps

- The concept of what a modern library has to offer needs to be shared with the community.
- Raising taxes is out of the question. A bond is not. Duchesne County School District did a fantastic job of selling their bond last year. We can likely learn a lot from them.
- Promoting the satellite services at Altamont and Tabiona in conjunction with the Roosevelt project will be important so library service across the county is growing and not solely in Roosevelt.
- Library System Strategic Plan will provide our mission, vision, and main goals that the library projects will connect to. The board will be provided with talking points from that plan. The community at large needs to be educated on what the library could become and give to them.
- Bert asked board members to come with ideas to that strategic planning meeting Wed. May 10.
- Daniel encouraged all to think about what the purpose of activities and projects are. Main values and goals inform the projects and programming we do.
- Choosing a location for the Roosevelt rebuild is important. It will determine how much we need to put towards land and what we can do with it.
- Roosevelt City said we could utilize their Survey Monkey service to send it to as many county residents as possible. We need their addresses though. What is the best way of getting their addresses? Do we take advantage of the County Fair and UBIC to collect addresses to send the survey to? Can we utilize school handouts?
- Greg pointed out that "Word of Mouth" is powerful. We and the staff need to start talking to acquaintances, family, and friends to start snowballing the idea. Our public meetings will likely be more effective if people have already been sold on the idea. We may be surprised at what kind of support we get from that.
- There was some staunch opposition to the library tax from Roosevelt when we started the library system.
- If satellite services are functioning in Altamont and Tabiona, the new Roosevelt Library would benefit those cities since it is a link in the cooperative services with Uintah Library as well. Roosevelt is the middle of the chain. It's needed to provide services across the county. There are many people who are still not aware that our three branches are connected.
- Would a library web page dedicated solely to the Roosevelt project be valuable? Pictures could be posted. Showing what the library could be there. Pamphlets could be printed with similar information. Then people could go to that page and get educated. We should show how cramped it is currently by taking pictures of the current state of the library and its services. Pair that with what it could be.
- Take advantage of UBIC and County Fair to educate people about this project. But we need to be well-prepared for these events, the message, and a float to use. The school district did this as well. Maybe we can even put kids on the float like we did before when circulation was down.

Meeting Adjourned at 6:55 PM

Next Regular Board Meeting is May 16, 4:30 PM, Crossroads Sr. Center.

Strategic Planning Meeting is Wednesday, May 10, 3:00 PM, Roosevelt Library

Minutes recorded by Sec. Lisa Roberts and Director Daniel Mauchley.

Minutes approved 5/16/17.