

Design and Architecture Subcommittee  
Minutes of the May 11, 2011 meeting  
Library General Conference Room

Members present: Lori Belongia, Chris Jockheck, Kris Keogh, Ken Krahn, Randy Lueth, Bill Penker, Donna Rozar, Dan Helwig,  
City Advisor: Jason Angell

Meeting called to order at 6:33 PM by Chair Keogh

Minutes from March 9 meeting were approved after quorum was present.

No new members present.  
No public comments

Old Business:

- A. Chris Jockheck will serve as Secretary

New Business:

- A. Review of Organizational Chart: No changes expected thru out project.
- B. Update on CIP and RFP's: Project did move ahead in CIP process with \$8 M estimate based on Building Sq. Ft. Design expected in 2012, Construction, 2014-2015. RFQ process has begun, 25 responses, will choose 10 for RFP's with 5 selected for interview with architect on board by Fall 2011.
- C. Other entities in Project: it is noted that the project is now being referred to as the Library/ Community Center as the usage of the areas other than the library will probably include more than just a Senior Center. A group has come forward looking at space to have a Military History Display.
- D. Sub comm. Working Methods: Keogh suggested we look at subdividing into groups to look at 'areas' of the structure, i.e. admin., tech., maintenance issues, how public uses space, etc. Further discussion at June meeting, **so be thinking about this.** Issues raised as part of discussion: standards available for public libraries; review by specialty areas; can we survey frequent users; space needs analysis. Also need to look at usage of community spaces.
- E. Future agenda items: need to ID people to expand committee; need to get questions for RFP interviews, our input; need to discuss usage of other non-library areas and how we get public input on 'needs' of private groups. Need to have a vision, a brand, and be transparent.

Date of next meeting: June 8, 2011, 6:30 PM at the Library  
Meeting adjourned at 7:33 PM

Respectfully submitted,  
Chris Jockheck