

LIBRARY BOARD MINUTES

Tuesday, October 12, 2021 at 5:00 p.m.

1. **Call to Order** Jenny Nelson called the meeting to order at 5:02 p.m.
2. **Roll Call** Present were: President – Jenny Nelson, Vice-President – Carrie Schudda, Treasurer – Laura Shtaida, Secretary – Leslie Bergstrom (School Board Rep), Carlene Bechen (Village Board Rep), Coral Goplin, Kyle Severson (arrived at 5:15), Owner’s Representative – Geoff Vine, Director of Planning and Zoning Administrator – Elise Cruz, OPN Architect – Brett Rottinghaus, Youth Services and Community Engagement Librarian – Kelly Allen, Adult Services and Outreach Librarian – Kara Ripley, Library Director – Jennifer Way, Technical Services Supervisor and Administrative Assistant – Laura Dewey (recorder), OCA Media (recorder).
3. **Adopt/Amend Agenda** Bechen made the motion to adopt the agenda as written. Shtaida seconded. Motion carried 6-0.
4. **Community Input** Kris Carlson is a resident that is interested in the future of the library. Casey Hoernemann, speaking on behalf of the Oregon Nature Alliance, stated the stance of the Alliance is to maintain the Keller Alpine Meadows area and surrounding parks as a natural gem within the community and not have any buildings built on that. Hoernemann wants to keep the library downtown to be close to the schools, the senior center, and residents with transportation concerns. Mary Norwell’s indicated we should support a library that is downtown and is accessible to everyone.
5. **Consent Agenda**
 - a. Amend/Approve Minutes from September 8, 2021: Goplin made the motion to approve the Minutes from September 8, 2021. Bechen seconded. Motion carried 6-0.
 - b. Review and Payment of available Bills: Schudda made the motion to approve the payment of bills. Goplin seconded. Way pointed out the upcoming “In Living Color” Quilting Presentation in November and the payments to Vandewalle and OPN. Motion carried 6-0.
 - c. Review/Accept Financial Report(s) currently available: Motion made to approve Financial Reports in 5c.
6. **Information Items**
 - a. Committee Reports
 - i. Personnel Committee: Nelson stated Way’s performance review was completed and presented to Way.
 - ii. Building Committee: Nelson reported that the Building Committee has been updated on all Village Board and Library Board presentations and will meet when the details of the site are ironed out.
 - b. Library Director’s Report: Way reported Marie Messinger started as a Page and the library is now back to full pre-pandemic staffing levels. Way attended Town of Oregon Board meetings to give updates on the new library and they are an ongoing supporter. The Friends Fall Used Book Sale will be October 23rd 2021 at the Youth Center. Youth Services continues Storytime in the Park at Kiser Park and Baby Storytime via Zoom. Adult Services hosted their first hybrid adult program to allow for both in person and online attendance. When possible OCA Media has been wonderful about recording the programs for future viewing.
 - c. Communications
 - i. Community Member Comments Regarding New Library Site: The Library Board has received copies of all of the emails Village President Randy Glysch has received pertaining to feedback about the new library location. The Board is reading all of the emails to make sure everyone is heard and listened to.
 - ii. Village Board announcements: Bechen stated the Village Board is very engaged with the Library Board in the new library site decisions and the ongoing community discussions.
 - iii. School District announcements: Bergstrom reported the kids were wonderful at Homecoming 2021 and the students had a lot of fun!
7. **Discussion and possible action items**
 - a. Equitable Services & Considerations: Equitable library services was the focus of some community member feedback regarding the new library location. Equitable and inclusive services is an important topic which requires continued reflection and dialogue. Kara Ripley, Adult Services and Outreach Librarian, and Kelly Allen, Youth Services and Community Engagement Librarian, highlighted some of their efforts that are currently on-going providing services in our community. Ripley talked about Library Outreach Services which are services that are provided beyond the

“brick and mortar” building including Homebound Delivery, Services, Dane County Library Service, Wisconsin Talking Book and Braille Library, Main Street Quarters book delivery, Food Pantry Program Partnerships, Senior Center Joint Book Clubs and partnered programming using the meeting area at the Senior Center. In the future, Ripley will be reaching out to all of the assisted living communities to offer homebound services and offer the “Memory Packs” that are available for check out from our Eureka Collection. Allen’s outreach work is mainly with youth and family-serving organizations and connecting them with the library on events and services including the Oregon School District (4K Story Time visits, 1000 books before Kindergarten Program, Summer Library Program book talks in all of the elementary schools, RCI, and OMS, Working with teachers and guardians to get students signed up for library cards); providing organizational library cards to teachers, childcare centers, and other community groups so they can check out materials for their lessons, classrooms, and book clubs without using a personal card; Community Ed and Rec (We Read/We Wiggle Story Times, Open Gym); Oregon Youth Center (Summer Reading, Programming, Lock Ins); Oregon Area Wellness Coalition (Free active events for all ages like the Snowflake Hunt that 400 people participated in searching for paper snowflakes in 12 parks in the Oregon area); Anderson Park (Candlelight Hike and Story Walks); Shop Local Oregon (Community Scavenger Hunt is planned); and the annual community-wide New Year’s Eve Celebration. Groups like ASC and Karate America also visit the library. In the future, Allen would like to find more ways to work with the Oregon School District and Homeschool organizations on literacy programs and hand-on education opportunities. Allen is also working on an ARPA grant to help fund a “Book Bike” where library staff would be able to go where the community is gathered like Farmer’s Markets or Sounds of Summer and people could check out books and materials and sign up for library cards. A larger children’s space and community room in the library would allow the library to host many events and expand collections. No matter where the new library will be located, it will be closer to some people and further from other people. It will be important to think strategically, making sure we are aware of any barriers, and doing everything we can to overcome those barriers for all of our patrons.

- b. New Library Site Review Presentation and Discussion: A Library Site Analysis presentation and discussion was given by Library Board President Jenny Nelson, Village of Oregon Director of Planning and Zoning Administrator Elise Cruz, OPN Architect Brett Rottinghaus, and Owner’s Representative Geoff Vine. Nelson reviewed the background and history of the new library discussions and decisions starting with official strategic planning discussions in 2009. In late 2016, the Village decided to purchase the land at 249 Main Street. In August of 2017 the land was designated as the site for the new library following recommendations by the Village Planning Consultants. Per the MOU contractual agreement completed in late 2018, no formal design was to proceed until the fundraising was complete and sufficient funds were available for the project. In 2019 OPN was hired and the Library Board held listening sessions as part of the space needs assessment and visioning. From these meetings there were a few themes that were repeated the most: connections with nature, sustainability, rooms with a view, outdoor opportunities and green space, children’s area separate from quiet reading spaces, work areas for staff, computers, study areas for students, and meeting areas for community groups. The fundraising milestone of \$2.1 million was reached in 2021. In February 2021, this milestone was reported to the Village Board and they increased Village funding to \$10 million providing the funds needed to proceed. The library was able to proceed with hiring an Owner’s Rep. Geoff Vine was hired as the Owner’s Rep in July 2021 and the engineering work began in August 2021. By September 2021, the challenges, constraints, and added costs of the Main Street Site were fully understood and the Village Board and Library Board together decided to review potential alternate sites. Cruz discussed 12 sites that have been suggested by a community or board members. From the 12, the three most suitable sites were discussed further including 249 N. Main, the current Brook Street block (library/senior center/post office property), and the former school site on Alpine Pkwy. The decision to include these three for a more in-depth analysis was based on the fact that the land was already owned by the village, with the intention of moving the project forward, keeping the donors engaged, and meeting the goals of the listening sessions. With all of the elements in mind that the community wants and room for future expansion, the ideal size lot for the library would be about 4 acres. Rottinghaus reported that OPN evaluated all of the sites and is listening to everything the community is saying. If the former school site were selected, only a portion of the property would be needed. Rottinghaus explained focus on the portion of the site where there is already a curb cut access point to avoid disruption to the path, and that this is an area that currently has a significant amount of extra fill and gravel from previous Village projects. If the former school site were chosen, the library would have an opportunity to connect learning opportunities within the natural area and serve as a trailhead. Cruz showed the Village of Oregon Comprehensive Plan and Future Growth Areas map which shows all of the planned future land use. It was noted that the Library serves many community members who live outside of the Village. Library Director Jennifer Way discussed the access consideration for the each of these three sites including distance from downtown, nearby households, and adjacent community facilities. Shtaida asked about the safety of the Alpine/CC intersection if the library went to the Alpine site. Cruz explained that the intersection is already on the list for a traffic study so regardless of what the decision is for the library, this intersection will be updated in the future. Schudda asked how it

was determined that four acres is the best site size and what the cost would be to use the existing Brook Street location. Vine responded that the acreage was determined based on the community's request for outdoor space, green space, plus a 33,000 square foot building footprint with storm water management and room for future expansion. Based on the geotechnical report, the soil at the Brook Street location is worse than the Main Street location because the entire site has water problems so the cost to improve the soil would be more than \$600,000. Bechen asked how Waunakee was able to prevent the least amount of disruption as possible when building their library. Vine said the goal was to enhance not detract from nature and the stream that is behind it and the library has become another Waunakee Village Park.

- c. Process for Community Presentation & Input: Shtaida made the motion to approve the process for Community Presentation and Input and request approval of the Village Board for this process. Seconded by Bechen. Motion carried 7-0.

8. Closing and Future Agendas

- a. Next meeting: Wednesday, November 10 at 5 PM via Zoom.
- b. Next Joint Meeting with Village Board: TBD
- c. Request for future agenda items: none

- 9. Adjournment** Shtaida moved to adjourn at 6:28 pm, second by Bechen. Motion approved 7-0.