

**Josephine Community Library District  
Board Special Meeting Minutes  
Wednesday, March 11, 2020 at 5:30 pm  
Ben Bones Room, Grants Pass branch**

**Members present:** John Harelson, Laurel Samson, Pat Fahey, Gina Marie Agosta

**Members absent:** Beecher Ellison

**Staff present:** Library Director Kate Lasky, Communications Coordinator Brandace Rojo, Business Manager Kedron Hay, Public Service Director Norma Singer

**Contractors:** Communications Specialist Teresa Stover

**Library Foundation board:** Josephine Community Library Foundation Executive Director Rebecca Stoltz, David Mannix, Shad Shriver, Denise Kalic, Bill Kohn, Mary Walgrave, Sue Cohen, Steve Swearingen, Sara Katz, Randy Richardson

**CALL TO ORDER.** Mr. Harelson called the meeting to order at 5:30 pm.

### **STANDING ITEMS**

**Approval of agenda.** There were no changes made to the agenda.

**Motion:** Mr. Fahey moved to approve the agenda. Ms. Samson seconded. The motion passed unanimously.

### **REPORTS**

**Facilities Oversight Task Force.** Ms. Samson reported deficiencies of each current library building and the formation and function of the Facilities Oversight Task Force (FOTF). Below are highlights:

- FOTF determined that both Grants Pass and Williams branches need to be replaced and the Illinois Valley branch needs renovations.
- Progress so far includes the completion of a Feasibility Study, a Facilities Master Plan, work with Hacker architects for cost estimates, an environmental assessment of the proposed Grants Pass property, and an option to purchase property in Grants Pass.
- The goal is to solely raise funds through donations and grants.
- All fundraising and construction is estimated to be completed in 10–15 years.
- District capital improvement priorities in order of importance include: safety and security for staff, volunteers, and patrons, capital preservation, and library enhancement.
- FOTF recommended criteria to consider include: safety and security, cost, community need, service area, fundraising, scope of work for construction.

Mr. Swearingen reported that the Facilities Oversight Task Force is recommending to the library district board of directors proceed with the Scenario #3 timeline as presented, beginning with fundraising to secure the property in Grants Pass. The next steps would include fundraising and construction for the renovation of the Illinois Valley branch while preparing for the fundraising and construction of a new Williams branch.

### **PUBLIC COMMENT**

**Bob Brooks:** With Grants Pass property that has existing business—what is happening to existing businesses? Will rent be collected to go towards fundraising?

**Connie Roach:** A suggestion to collect rent on properties at Grants Pass before construction begins because property is taxable.

**Nancy Hitchcock:** What is the deal with the county for the current building in Grants Pass?

**Joanne Stumpf:** Support of scenario #2 because Williams has the most immediate need. They've been waiting 10 years for running water and a bathroom. Some improvements have been made to the Illinois Valley branch. During campaign, many promises were made that something would be done for the Williams branch. Credibility and trust are the issue and the scope of project can likely be scaled down.

**Nancy Hitchcock:** Is there an understanding that the foundation is expecting to raise a large portion of the building costs from grants?

**Elena Ciejek-Baez:** Also in support of Scenario #2. Both Illinois Valley and Williams do a great service to their communities. Williams is very confined, and services are limited due to lack of space. If the branch was larger it would be used more.

## **BOARD DISCUSSION**

**Comments from board members.** Ms. Lasky explained that the current lease for the Grants Pass building goes through 2025 and that the commissioners so far have been very supportive of the library. Lease is for \$1 a year until 2025. The Williams branch is on Three Rivers School District property and they are supportive of renewing an IGA to share land with the library.

Ms. Stover addressed the question about possible grants for the projects. Grants will make up about 15 percent. It's predicated on how much can be raised by the local community. Foundation grants and government grants such as community development, National Endowment for Humanities, and USDA. Thirty percent total between government programs and foundation grants is anticipated.

Mr. Shiver explained that the intent of the library district and foundation would be to leave the current businesses at the new Grants Pass library location and to collect rent until it's time to start construction. \$1.5 million needs to be raised in 24 months then current owner will carry the remaining balance to purchase.

Ms. Lasky explained that there is a sense of urgency around making a decision about the timeline for fundraising and construction because the foundation has asked the library district board to make its decision at the March 18 meeting. That decision will be used by the foundation to create the scope of work to hire a capital campaign consultant.

Mr. Shriver expressed that he does not have a preference.

Mr. Mannix prefers scenario #2 to start with the Williams branch.

Ms. Cohen expressed that the Illinois Valley branch is already owned by the library district due to needed repairs that are safety hazards. She is in favor of Scenario #3.

Ms. Kalic leans towards Scenario #3. Quickest and cheapest and will be a win for community to use in future fundraising.

Mr. Swearingen expressed the serious safety concerns with the Illinois Valley branch leading to FOTF making the recommendation for Scenario #3.

Mr. Richardson wants to raise the money for the Grants Pass property first. Due to constant repair issues at the Illinois Valley branch and request for funds to make repairs, he is hoping to renovate rather than patch up current building. He is in favor of Scenario #3.

Ms. Katz agrees that Illinois Valley branch is smaller and a bigger need currently. She is in favor of Scenario #3.

Mr. Kohn agrees that Grants Pass property needs to be paid for first. He defers to the library district about whether Illinois Valley or Williams is first but that Grants Pass construction and fundraising should be last.

Mr. Brooks asked if it is possible to do improvements to both at the Illinois Valley and the Williams branch at the same time. Mr. Harelson responded that he will advocate for a flexible plan to possibly allow for facilitating improvements to both at the Illinois Valley and the Williams branch at the same time.

Ms. Stumpf said the projections can be scaled back for Williams and suggested a modular building. Mr. Mannix responded that the library foundation has considered the scale of that branch. Mr. Richardson suggested a residential-size building in Williams.

Ms. Roach asked if the Williams branch would be in the same location. Mr. Shriver explained that Three Rivers School District is willing to expand the lot a bit but that it will be in the same general location.

Ms. Agosta mentioned that with Scenario #3 construction starts sooner which may help momentum of capital campaigns.

## **ANNOUNCEMENTS**

**Date and agenda items for next meeting.** Mr. Harelson announced that the next regular meeting will be at 5:15 pm on Wednesday, March 18 at the Grants Pass branch.

## **ADJOURNMENT**

The meeting adjourned at 6:38 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brandace Rojo". The signature is stylized and cursive.

Brandace Rojo for Board Secretary Kate Lasky  
Josephine Community Library District