

Renton Library Advisory Board



Meeting Minutes Renton City Hall Council Conference Room, 7th Floor September 19, 5:30 p.m.

I. CALL TO ORDER

Chair Laurie Beden called the meeting to order at 5:40 p.m.

In Attendance

Members: Laurie Beden, Lynne King, Erica Richey, Catherine Ploue-Smith

City of Renton Staff: Terry Higashiyama, Peter Renner, Diane Wagner

KCLS Staff: Angelina Benedetti, Jennifer Wiseman, Public Services Project Manager

Excused

Member: Suzi Ure

II. APPROVAL OF AGENDA

A motion was made by Erica Richey, seconded by Lynne King, to approve the agenda. All were in favor, motion carried, agenda approved.

III. APPROVAL OF MINUTES

Lynne King made a motion, seconded by Erica Richey, to approve the August minutes with two spelling corrections. All were in favor, motion carried, minutes approved.

IV. ORAL COMMUNICATIONS/PUBLIC COMMENTS

Supplement with questions/answers attached at end of minutes

Kal Lambert addressed the Board and said he would like to understand what the City Members of the Design Team has been able to accomplish over the last year, what the interaction with KCLS staff and RLAB has been, what is Angelina's role, and regarding section 4 of the Inter-Local Agreement (ILA), when compared to Ordinance 5535 that was passed about the time of the annexation, how are the RLAB Design Team members interacting with KCLS staff?

Beth Asher requested same information wanting to know what interaction with staff has been over the last year, what the ongoing roll is expected to be. She commented that it does not look like there has been any interaction with the Design Team at meetings or at least she could not find any records of that. She would like the information for both the Highlands and Downtown location.

Kathy Ossenkop requested qualifications of the Library Advisory Board members who are on the Design Team, i.e. their bios and specialties. In regards to the comment boards from an open house held in approximately May of 2011, she wants to know what actions were taken

as she is concerned items were missed and wants to know how the information was presented by RLAB Design Team member to KCLS.

V. BOARD COMMUNICATIONS

Laurie shared information on the Northwest Bookfest scheduled for this Saturday and Sunday, September 22-23, at Peter Kirk Park in Kirkland. She has the schedule if anyone is interested in looking at it.

VI. CITY REPORT/ Terry Higashiyama ~ Peter Renner

Peter distributed a copy of the Committee Report / Library Guiding Principles and started by discussing the Committee of the Whole meeting held on Monday, September 17. The Council unanimously adopted nine Guiding Principles presented during the meeting. The Guiding Principles are intended to re-affirm and clarify assignments of responsibilities, coordination, communications, and parameters with the development of the two new Renton Libraries consistent with the existing Interlocal Agreement between KCLS and the City. There were also discussions about the budget for both libraries and whether to include the Big 5 land purchase into the Cedar River budget.

During the Committee of the Whole meeting, Chip Vincent gave a presentation on the permit process. The permit process was started when the task force developed alternatives for the building. The process could be straight forward between the City and State or more complicated and include Federal permitting. Chip stated that the City will issue most of the permits. There are unknown parameters with regards to structural and seismic upgrades that depend on whether construction will break the floodplain. The current library is above the flood plain but structural improvements below a certain point could trigger a federal permit. We are in the preliminary stages now but must understand the limits before design process begins. The utility information from the City will need to be verified, along with obtaining and verifying information from Puget Sound Energy. All are anxious to move along as they are seeing a change in bidding whereas prices are coming in slightly higher than a year ago.

Bill Ptacek expressed his enthusiasm to continue working on the library projects. He is concerned about the deterioration of good prices for construction on the library projects compared to just a year ago.

Mark Groper, Renton Housing Authority, was not able to attend the meeting to discuss the Highlands Library, but they did receive a brief update from the Treasurer. Mark is very active in pursuing and collaborating with HUD and tenant disposal certifications and relocation.

In regards to the third party, Colpitts Development, Dave Nielson, Business Development Director, expressed their dedication to the project and they have not lost interest. He's a very

strong believer in the Renton market and is committed to the development. They have had a few speed bumps with new development standards for Sunset Boulevard.

Terry Higashiyama talked about the Cedar River location and what can be done to improve visibility. She said the playground will be replaced after 17 years, with upgrades to the picnic shelter, improvements to the walkways, and surveys to skate park and basketball users. She briefly touched on the Open House, held at City Hall Wednesday, September 18, and said 35 people signed in. She and Peter worked stations and addressed comments. The comments from the Open House will be posted on the City's website by end of day Friday, September 21. The information gathered from the Open House will be used for upcoming meetings, creating agendas and they will be looking for common denominators.

VII. KCLS REPORT/ANGELINA BENEDETTI

Angelina introduced Jennifer Wiseman, KCLS Public Services Project Manager. She said the primary purpose of Library Advisory Boards is to act as a bridge between the local community and the local library by collecting community input and communicating with the City, KCLS, and the library staff about needs in the community that the local library can assist in addressing.

She discussed the roles and responsibilities of Board members who can advocate for issues that directly and indirectly impact their community and the library. Board members have the responsibility of reaching out to the community to identify needs or issues, communicating with the Library System on behalf of local citizens, and serving as an ambassador to segments of the population that don't currently use the library.

Jennifer gave a presentation regarding Community Connect. Community Connect is a set of web-based tools that uses data and maps to understand service areas, patrons, and community conditions that impact library service strategies related to collections, programs, technology, facilities, marketing and outreach.

The outcomes of Community Connect for the organizational aspect prioritizes resource expenditures and target populations, better aligns resources, services, and communications; prepares for strategic plan development, and gives the ability to benchmark performance with data. For the community the collection and services better match needs and interests of households, customers know about and utilize services available to them, and it expands the reach to un-served and underserved populations.

Community Connect uses three different data sources:

- Library data (internal data such as checkouts, holds, and patron registration, i.e. who and what checked out, circulation data).
- Demographic data (National American Community Survey estimates 2010).
- Market segmentation data (categorizing patron into groups based on common characteristics such as age, gender, income, locations, and other consumption).

The data is used to find customers, increase services, compare service areas among branches, create new learning circles among the branches, allows staff to use census data by services areas and block groups, find out who they are servicing/not servicing, find out if their services strategies match the people they serve, tailor services and outreach programs, and become more customer driven.

Community Connect is a valuable tool for staff-involved local programming, ongoing community study processes, annual service priority development, informational resources for partner organizations, and offers benchmark for measuring performance in the community.

VIII. DISCUSSION/ACTION ITEMS

None.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

None.

XI. INFORMATION

Angelina shared information relating to the ALA midwinter Conference to be held in Seattle, from January 25-29, 2013 at the Washington State Convention Center.

XII. ADJOURNMENT

A motion was made and seconded to adjourn the September meeting. All were in favor, motion carried, the meeting adjourned at 6:50 p.m.

Signature

NEXT REGULAR MEETINGS

OCTOBER MEETING

Wednesday, October 17, 2012, 5:30 p.m.

Renton City Hall, Council Conference Room, 7th Floor

Telephone 425.430.6574



NOVEMBER MEETING

**** note date change ****

Wednesday, November 14, 2012, 5:30 p.m.

Renton City Hall, Council Conference Room, 7th Floor

Telephone 425.430.6574

Supplement to Monthly Minutes

IV. ORAL COMMENTS/PUBLIC COMMENTS

Comment: *Kal Lambert addressed the Board and said he would like to understand what the City members of the Design Team has been able to accomplish over the last year, what the interaction with King County Library Systems (KCLS), staff and Renton Library Advisory Board (RLAB) has been, what is Angelina's role, and regarding section 4 of the Interlocal Agreement (ILA), when compared to Ordinance 5535 that was passed about the time of the annexation, how are the RLAB Design Team members interacting with KCLS staff?*

A: The City members of the design team (Alex Pietsch/Chip Vincent, Peter Renner) have provided information to the Architects for both Libraries about the environmental permitting, building permitting, and plan review requirements by the City, specifically what is and what isn't necessary. While there is commonality among city requirements in various jurisdictions, there are also differences. So this supports the efficient use of the Architects' time.

City members have also reinforced the expressed wishes of the Council and the Administration for the finished product to be "state of the art" libraries in form as well as function. City members have verified that KCLS has received, recorded, and incorporated design elements provided by City residents at the design Open House Meetings. City members also participated in those meetings as facilitators to help gather comments. City members have provided opinion and criticism of various proposed designs, floor plans, and material and equipment selections, from aesthetic, sustainable, and operational perspectives. City members have provided direct lines of contact with City, Seattle City Light, and King County officials in support of engineering, utilities, right of way, communication, and traffic issues that have arisen. City members have helped direct the content of the Council and Public presentations to assure that matters of high perceived importance as expressed by Renton residents are appropriately addressed therein.

In advance of Design Committee meetings, RLAB members toured many of KCLS' facilities and spoke with staff members at each about their facilities to find out which design features worked well and which didn't. Some RLAB members also toured facilities outside of KCLS for the same purpose. RLAB members toured the distribution facility in North Bend to better understand the mechanics of material selection, the philosophy of shared resources and rapid fulfillment and to better understand the IT support required for this operation.

Following these tours, the RLAB presented KCLS and their architects a list of expectations for the Renton libraries, both regarding the physical facilities and programming. During Design Committee meetings RLAB participants also provided opinion and criticism of the proposed designs, floor plans, and building material selections. RLAB members particularly insisted on design features that would represent Renton's character appropriately and which would also add to the library ambiance in meaningful ways.

As the Cluster Manager for both Renton libraries and the Fairwood library, Angelina is responsible to verify that the design of the libraries will allow for the current programming requirements as determined through surveys and staff experience, and will retain enough flexibility to avoid costly updates as library services evolve. Sight lines to observe patrons were also emphasized, and having staff stationed in the optimal locations to not only be convenient for direct customer service, but also to deal with inappropriate behavior as needed.

Angelina also participates with the architects in intermediate design exercises which explore a variety of options for improvement.

Per Ordinance 5335, RLAB members interact with the KCLS Cluster Manager in the monthly RLAB meeting to receive updates on services, and they address areas of concern, such as misuse of equipment, patron complaints about other patron's activities such as loitering, and so on.

RLAB members regularly attend KCLS Trustee meetings, budget meetings, and other meetings as they pertain to the Renton libraries or other relevant information.

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Operating within the guidelines of Ordinance 5535, the elements are seen as essential components of the ongoing RLAB mission to represent Renton's residents to KCLS:

- To make sure that a fair and appropriate amount of KCLS' resources are devoted to the KCLS libraries that Renton residents use. (By reviewing KCLS budgets and financial reports and asking questions at KCLS budget meetings, among other things).
- To review whether Renton libraries are operated efficiently and with the maximum access to library services that KCLS is capable of providing.
- To insure that new services meet the needs of Renton citizens and are publicized effectively.
- To draw out proper recognition of notable service changes and improvements by KCLS and the conveyance of those achievements to Renton's citizens through public media sources.
- To provide the Renton City Council with an annual report on KCLS services and developments.
- To discuss patron complaints with local assigned KCLS staff.

Meeting minutes taken by the Architect are, by nature, summary and not detailed to the level of every comment by every participant. The critical review and comment of design has been

free-flowing and rapid in all sessions to date. As design is refined, this element of Design Committee meetings is inclined to be more limited.

Comment: *Beth Asher requested qualifications of the Library Advisory Board members who are on the Design Team, i.e. their bios and specialties. In regards to the comment boards from an open house held in approximately May of 2011, she wants to know what actions were taken as she is concerned items were missed and wants to know how the information was presented by RLAB Design Team member to KCLS.*

Note: Copies of RLAB members' position applications attached.

A: The open house referred to was held in the Highlands Library on May 3rd, hosted by KCLS' facility delivery team, and led by their architect, THA. KCLS collected all of the comments from the boards and comment cards directly, and compiled them. You may recall that two of THA's architects were at the comment boards responding to direct design questions as well.

The design has not progressed from that schematic phase presentation, as the budget that is required for Council approval has not been completed and presented. The reason that has not occurred is that a component of the budget - site development costs – cannot be accurately determined until the lot line adjustment and purchase and sale of the property have taken place. Those tasks are in process.

When the design development phase begins, the comments will be shared with THA for the next phase, namely design development. During the public presentation of that design, the architects will be able to explain which, how, and why the public comments were incorporated.