

# Cloquet Public Library Board Meeting Minutes August 25, 2015

Members Present: Marla Ahlgren, Alice Holm, Dave Johanson, Rex Laaksonen, Cathy Rikkola, Barb Ross, Gerard Sordelet

Also Present: Mary Lukkarila, Library Director; Kerry Kolodge, City Council liaison; Ron McGriff, library building consultant

**I.** President Cathy Rikkola called the meeting to order at 4:15 p.m.

**II. Approval of minutes**

Dave Johanson moved, Alice Holm seconded, and board members unanimously approved the minutes of the July 28 meeting as submitted.

**III. Approval of bills**

Rex Laaksonen moved, Barb Ross seconded, and by a roll call vote members unanimously approved payment of bills totaling \$18,029.04 for August.

**IV. Committee reports**

None

**V. New/Unfinished Business**

Mary reported that the budget proposal to move a 20-hour position to a 40-hour position was not accepted. Brian Fritsinger said the budget added money for two more 13-hour employees in 2016, and then changing the part-time library aide to full time for 2017 through 2019 as an interim change.

- With regard to carpeting for the large meeting room, the Friends of the Library agreed to pay up to \$4,500 if the board would agree to a better quality carpet tile from the Carpet Connection. Marla Ahlgren moved, Gerard Sordelet seconded, and board voted to accept that change and approved the carpet tile from Carpet Connection.
- **Ron McGriff**  
Ron McGriff, the library's consultant for the proposed building project, is working on developing the library expansion program and is in the process of gathering details for every space. He is looking at a 7,000 square foot expansion, which would bring the library's total space to 19,000 square feet. He said 7,000 square feet will allow a lot of improvement, but most likely not everything on the wish list.

For that addition, he said, the library also would need to add three parking spaces.

McGriff explained to the library board that the building program instructs the architect by determining library needs, and the architect figures out how it all fits into the space. The library board and staff will need to review the building program before it goes to the architect. He also said it is not uncommon in such an expansion for the entire building to be gutted so that spaces can be arranged for optimum use. That caused some concern among board members, as the board has done a lot of remodeling and updating over the past decade. McGriff said the priority areas for the expansion are meeting rooms, the children's area and staff work room.

Architect selection, McGriff said, may take several months, and the board should strive to find firms with library experience, as libraries are different from other buildings. Once selected, the architect will prepare floor plans. It is very important to review these plans carefully, because it becomes very expensive to make changes once construction begins.

It was noted that a new main entry may be needed, depending on how the interior space is planned, because location of the checkout area needs to be central.

Estimated cost of building is about \$145 per square foot. McGriff also noted that fund raising takes time, but most libraries that have done projects recently have been successful.

**VI. Librarian's report**

- The Friends of the Library Fall Book Sale will be Saturday, Sept. 26, from 9 a.m. to 1 p.m.

The next board meeting will be Tuesday, September 29, at 4:15 p.m.

There being no further business, Cathy adjourned the meeting at 5:04 p.m.

Barb Ross  
Secretary