

Library Board Meeting Minutes for April 1, 2021

- I. Called to order at by Dorothy Renstrom at 1:01pm**

- II. Members present:**
 - Dave Browning
 - Kim Hensley-Owens
 - Dorothy Renstrom
 - Catherine Moor**Members absent:**
 - Harriet Young**Other staff present:**
 - Jared Tolman, Library Director
 - Richard Tutwiler, Interim Deputy Library Director of City Services
 - Mark Cesare, IT Manager
 - Emily Cain, Administrative Specialist**Others present:**
 - Naomi Yazzie-Sloan, Coconino County

- III. Recommended Protocol for Members and Other Participants in the Virtual Meeting:** cameras and mics turned off; use the raise your hand feature in Teams to speak; utilize the chat and the staff liaison will monitor the chat

- IV. Public participation:** none

- V. Approval of minutes from March 2021-** Minutes approved without comments. Motion to approve minutes by Dave Browning, motion seconded by Kim Hensley-Owens.

- VI. Reports:** Richard Tutwiler, Interim Deputy Library Director of City Services (giving the Library Director's report in place of Library Director, Jared Tolman)
 - Last Wednesday popular children's author Jeff Kinney (*Diary of a Wimpy Kid*) came to the library to do a drive-thru book release of his new book. The drive-thru was designed to tell a story of two friends getting into a spooky mess which ended with visitors meeting the author. Staff started setting up at 1pm and were there until they started the event at 6:30pm. It was a

streamlined process. Everyone who attended got a signed copy of the new book. This was a ticketed event in partnership with Brightside Bookshop. Each ticket was for the whole car and many families joined. The book was included in the ticket price which was \$17. Essentially you're getting the book and the ticket, instead of just paying the standard price for the book. When Jared and Richard were walking around it was so much fun to see all of the traffic. 160 vehicles attended, and many were dressed up in support of *Diary of a Wimpy Kid*. Tickets were sold in half hour increments, and the last tickets were for 8pm. It became spookier as it got darker and was a ton of fun. The kids were having a great time and really living it up. The author, Jeff, dressed up as a grave digger, handing the book off with a digger's shovel to adhere to social distancing rules. In addition they also got a photo opportunity with the author. Thank you to the Flagstaff Police Department for directing traffic, to Jeff Kinney, and to Brightside Bookshop. Dorothy mentioned it got great coverage in the newspaper.

VII. Action items-N/A

VIII. ADA Entrance design Presentation -Jeremy DeGeyter, Project Manager of Capital Improvements for the City of Flagstaff

- Jeremy presented a brief update on the ADA entrance project and work that has been done so far. Many are likely aware that this project has quite a long history, and that it is needed. Jeremy has been involved since 2020. The design team went through a project re-set at the beginning of 2020 to try and reimagine what ideas were and were not working. Questions were raised about the guidance of the project.
- Currently the focus remains on an inclusive or universal design. These types of designs have many benefits, and here are some basic tenants: facilities are both accessible and inclusive, and facilities are used by both abled and disabled patrons. In traditional designs accessible entryways such as ramps were separated from the main entrance of the facility. Universal design aims to have all users use the same entrance to enter the building. Jeremy and the team went to the Commission on Inclusion and Adaptive Living multiple times to get their input on the project. There are experts at Northern Arizona University that deal with universal design, so they toured campus to see examples.
- There is also an artistic component to this project (more on these details mentioned at a later date). As a part of that many surveys were sent out getting

feedback on how people view the library, thoughts on Flagstaff, guiding lights for design, and art concepts. 2 of those concepts were shown. There were well over a dozen concepts that were considered over time.

- There are several restrictions to the design to keep it ADA compliant. The current ramp is on the western side coming off of Aspen Avenue. The ramp does not meet ADA standards because it is too steep. The library cannot have a straight ramp due to the grade of the front of the building entrance now. Instead of straight, there needs to be some form of a switchback. In order to be ADA compliant, the ramp would need to go on a gently sloping sidewalk upward 5% slope or less. The ramp is now at an 8% grade and requires handrails and landings. Typically there is no need for landings or handrails because of the gentle slope. The team added handrails after feedback from the inclusion committees. Some people appreciate having the extra support. For patrons who are coming from Aspen Avenue or City Hall, they have the option to come up the stairs or enter the ramp below that's by the driveway entrance.
- CONCEPT-1 shown- Concept 1 allows for a gathering space in the front, and could in fact be multi-purpose as there are numerous uses for the space. This is an ADA focused project, and that is the priority for the design. At the same time we want to create a civic space that's inviting, will enhance our community, and encourage civic engagement. Kim asks if seats will be built in to the area/tables displayed. So far these elements haven't been decided and remain as a placeholder for future designs. Currently the team is focusing on the ramp layout. Next steps surely include decision-making for those extra areas and details. Additionally, no landscaping textures or colors have been decided.
- CONCEPT-2 shown- There are currently two memorial trees in front of the library at the Aspen Ave. entryway. The design team received feedback to incorporate those trees into the design. The team has been in contact with the families of the people these trees memorialize. The biggest difference in this concept design versus the first, is that right along Aspen Ave., there are no stairs for people coming from the west, but it is not a much farther to walk to the ramp. The ramp comes from the south, using gently sloping sidewalks. All are at or below 5% grade. This allows us to maintain the John Wall tree (one of the memorial trees) and the library sign as they stand. There is a question of whether or not to add a stairs connection in the southwest corner of the plaza. This is where the universal design comes in, which deemphasizes stairs. The goal is for patrons to get from point a to b as soon as possible but this is

universal design. The hope is that these facilities will be used by people from all paths in life.

- Catherine asks what all of the gray shaded areas are on the concept maps because those seem to take up a lot of space. The gray areas are all landscaping areas. Those details have not been filled in at this time. Hatching on the map is indicative of landscaping trees, not all will be pavement. Ramps will all be of paved surfaces. Everything else is soft-scape. She asks if people would walk across the landscaping, and Jeremy's response is yes. The darkened lines along the ramps are railings, placed where they are to discourage cut through traffic.
- Dorothy asks if there should be steps at the plaza for any reason, and if it would be a shorter path for some people. Jeremy's response is that creating the steps in this area is likely not necessary. There is a danger of creating too many paths that may destroy landscaping. That decision has not been made yet.
- A rough rendering of the ramp design(s) are shown next. The design team has been through multiple iterations of the design before. This is a visual representation of how the ramps will work.
- Kim asks about the memorial trees and more details regarding their possible relocation/disposal. The team are not going to be getting rid of any trees outright. The memorial trees do not relocate well, but the team has been blessed to get new trees or install them elsewhere by the families. But memorials will stand as they are and not be taken down. They could be relocated somewhere else on property if they are not incorporated into the new design.
- The west side of the parking lot handicap spaces are really restricted by the ramps. Unfortunately we cannot just do the straight spots we do currently. The spots will be relocated across the eastern side of the Rio de Flag, and there will now be 3 spots instead of 2 spots. There will be a net increase in parking as a bonus to being more ADA compliant. There are two trees in that place now and those trees could be impacted. The team is meeting with the Parks department to get an assessment on ALL the trees health, viability, and transplantation. Unfortunately trees in that area will be impacted. Any tree impacted will be replaced. APS and sustainability are working on trying to get additional electric charging stations installed in the parking lot.
- Next steps: 1- Fill in the details of the concept plan with colors textures and landscaping. 2- IDS concept plan approval process. This includes Public Works, Engineering, Storm Water, Parks, Recreation, and more departments giving feedback from lots of different angles. This is to ensure safety and that

nothing is missed. The team will also be going back to in the Commission on Inclusion and Adaptive Living for feedback on tweaks to the design come along. BPAC (Beautification and Public Art Commission) and City Council to discuss and get their blessings to move forward. This project could slide to 2022 if we encounter any roadblocks. The hope is to break ground Fall 2021.

- Dave asks if there is any input from County Supervisors on this? Jeremy cannot speak directly to the question. City funds, from the Economic Vitality Division, are being used to fund this project, with no plans to approach the county for funding. Jared answers that we have included some of our county librarians by asking them to help more with the artistic aspects of the project, specifically Tuba City Public Library, such as receiving input on cultural aspects of the art. Dave thinks the county doesn't need to be involved in the specifics of the project.
- Dorothy asks about Jeremys plans to discuss the art in the future and him returning to present. The team will be speaking with many more departments and focus groups. Dorothy wants to know target date of the completion of the project. The team has not nailed down details yet for the duration of the project, and he was unsure of how long it would even take. Sometimes projects continue and we will stay on track.

IX. Informational items for board members- Dave brings up his position of being alternate Chairperson for the board. He has another commission obligation and will update us on the impact of this.

X. New vacancies-Jared and Emily are working with another librarian to make vacancy postings and get vacancies advertised out in the community. An update will be provided at the June meeting.

The next board meeting is May 6, 2021 at 1:00pm. Kim made a motion to adjourn the meeting and Dave seconded the motion.

Adjourned at 1:46 pm by Dorothy Renstrom