



Mesa County Libraries  
**BOARD**  
 OF **TRUSTEES**  
 • C O M M I T T E E M E E T I N G •

## Capital Projects Committee MINUTES

Date and Time: Monday, April 23, 2018 – 12 p.m.

Location: Central Library, 443 N. 6<sup>th</sup> St., Grand Junction, CO – Administrative Conference Room

No.	Item Type	Agenda Item
1	Opening	Call to Order and Roll Call <ul style="list-style-type: none"> <li>• Blanchard called the meeting to order at 12 p.m.</li> <li>• BOARD PRESENT: Barry Blanchard, Laurie Tashiro</li> <li>• COMMITTEE MEMBERS EXCUSED: Chris Mahre</li> <li>• STAFF PRESENT: Laurie Cole, Shawn Cwalinski, Karen Kllanxhja, Bob Kretschman, Joseph Sanchez, Shana Wade</li> </ul> Approval of Agenda <ul style="list-style-type: none"> <li>• The agenda was accepted as presented.</li> </ul>
2	Information/ Discussion	Updates on MCFMLD Grant & MCLF Contributions to Capital Project Funding <ul style="list-style-type: none"> <li>• Kllanxhja reported that the Mesa County Federal Mineral Lease District spring grant award announcements are postponed until April 25.</li> <li>• At their April 11 meeting, the Mesa County Libraries Foundation board approved capital funding for an anonymous matching grant of \$60,000.</li> </ul>
3	Information/ Discussion	How the MCL Board Can Support MCL Foundation Fundraising Efforts <ul style="list-style-type: none"> <li>• Blanchard asserted that a capital campaign to raise money for a new east valley facility should be a cooperative effort, with MCL’s district board providing support to MCLF in any way possible.</li> <li>• Kllanxhja enumerated possibilities for district board trustee assistance:               <ul style="list-style-type: none"> <li>○ Individually advocate by telling others about MCL services.</li> <li>○ Write letters of support for grant applications.</li> <li>○ Attend upcoming MCLF fundraising events: “Well Read” MCLF wine launch, concert fundraising event, and donor wall rededication.</li> </ul> </li> </ul>
4	Information/ Discussion	RFP – Owner’s Rep <ul style="list-style-type: none"> <li>• The original capital project timeline for the east valley facility called for issuing a request for proposal (RFP) for an owner’s representative in April 2018. Cole shared that upon further consideration, she suggests strategically delaying issuing an owner’s rep RFP until after architectural services are secured and the capital campaign has commenced.               <ul style="list-style-type: none"> <li>○ Given the previous capital project experience of staff and trustees, Cole and Blanchard agreed that the expense of an owner’s rep during early stages of the project is not warranted at this time.</li> <li>○ Experiences with owner’s reps and their value were discussed.</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>• Committee members supported the staff suggestion to delay issuing an owner’s rep RFP until an architect and more funding are secured.</li> </ul>
5	Information/ Discussion	<p>RFP – Architectural Services</p> <ul style="list-style-type: none"> <li>• Cole indicated that MCL plans to issue an RFP for architectural services in July, with conceptual design documents anticipated in October 2018.</li> <li>• Tashiro expressed concerns about preparatory work still needed, including timing, gathering community input, and initial fundraising.</li> <li>• Meeting attendees discussed variables and considerations involved with timing procurement of and RFP scoping for architectural renderings. <ul style="list-style-type: none"> <li>○ Blanchard suggested pursuing professional architectural services and including provisions in a limited RFP for possible extension of services based on preliminary conceptual designs.</li> <li>○ Preliminary designs will be influenced by community and staff input.</li> </ul> </li> </ul>
6	Information/ Discussion	<p>What MCL Learned – Central Library Remodel and Production Studio Projects</p> <ul style="list-style-type: none"> <li>• Blanchard recounted that MCL improved upon the capital project process from the Central Library remodel to the 970West Studio construction, and he expects that trend will continue with the east valley project.</li> <li>• Sanchez expressed that the greatest challenge is effectively incorporating staff and community input into tangible, workable design elements.</li> </ul>
7	Information/ Discussion	<p>Current Capital Project Timeline Given Funding and Logistics</p> <ul style="list-style-type: none"> <li>• Sanchez foresees an 18-month span for the east valley capital project once initial quiet phase funding is secured. Cole anticipates ground breaking in fall of 2019 subject to preceding variables, although Blanchard recommended a spring/summer ground breaking in consideration of seasonally influenced construction costs.</li> </ul>
8	Information/ Discussion	<p>Multi-use Opportunities for the East Valley Facility</p> <ul style="list-style-type: none"> <li>• Tashiro deliberated additional uses of space on the new property that may be viable in the east Grand Valley such as flexible meeting room use, event venues, and housing resources.</li> <li>• Blanchard suggested holding a meeting dedicated to brainstorming multi-use opportunities on the land. Sanchez considered organizing a meeting with other library directors to develop additional ideas.</li> </ul>
9	Discussion	<p>Future CP Committee Meeting Schedule</p> <ul style="list-style-type: none"> <li>• Committee members agreed that the next CP Committee meeting should occur in June, in advance of an RFP for architectural services.</li> </ul>
10	Closing	<p>Adjournment</p> <ul style="list-style-type: none"> <li>• Meeting was adjourned at 1:12 p.m.</li> </ul>

Minutes submitted by Stacey Smith, MCPLD Executive Assistant.