DATE & TIME: Tuesday, January 15, 2019, 7:00 p.m.
LOCATION: City Council Chambers, City Hall, 300 Forest Ave, Pacific Grove, CA 93950

1. Call to Order 7:02 p.m.


3. Acceptance of Meeting Minutes:
   December 10, 2018: Approved.

4. Public Comments:
   Comments from the audience will not receive Board action at this meeting. Comments may only concern matters on the agenda. Comments are limited to three minutes unless the Board decides otherwise.

5. Board Announcements:
   • No new announcements.

6. Reports
   A. Chair’s Report:
      • Nancy Enterline, Carol Greenstreet and MaryAnn Whitten have completed their terms. The January meeting is there last. Three new members will be joining in February to replace them.
   B. City Council Liaison:
      • Cynthia Garfield offered to meet periodically with the new Library Board Chair when the Slate of Officers is voted upon. Heidi Quinn will be a resource for the new Board on how to run a meeting. A Council Handbook is being developed to assist members of Boards and Commissions.
   B. Library Director:
      • A new On-call Librarian has joined – welcome Mary Weyant. Genevieve Ford is now Regular Part-time. Additional new staff is expected.
      • The Art Gallery has a new show featuring women artists.
• The Library will be closed on Jan 21 and February 18 for move planning.
• Diana Godwin was recognized by the City Council in December for her 5th anniversary with the Library.
• On Feb. 24, there will be a goal-setting meeting at the City Council meeting. One item to be addressed is the Library Renewal Project.

7. Unfinished Business
A. Temporary Library Location
• A City Council report was prepared by Scott Bauer and was updated at the last minute due to a very late-breaking development: the 1st floor of the Holman Building has leasable space. It is ADA, newly renovated, close to the Library, and the owner has indicated a willingness to lease to the Library for at least a 1-year timeframe. Scott drafted a letter to the owner to discuss, and Ben Harvey will review. The amount of space available for the Library at the Holman Building still needs to be addressed, since it is not clear if all Library Services will be able to be offered from there. Availability of parking, ADA/Handicapped Parking access, etc. need to be evaluated.
• Action Plan: wait for Scott Bauer’s recommendation based on information he is gathering on the Holman Building as a possibility for the temporary space.

B. Library Renewal Project Report
• Scott will meet with Ben Harvey this week to agree on the process for spending the money received for the Renewal Project. The prior agreement defined how to spend the Stewardship Fund, but not this new money.
• Scott and Daniel Gho have sent some questions to the architect, Karin Payson, on the 50% Construction Drawings. The timeline is continuing as expected.

10. Adjournment: 7:40 PM

This meeting is open to the public and all interested persons are welcome to attend. The City of Pacific Grove does not discriminate against individuals with disabilities and meetings are held in accessible facilities.
TO: Library Board Members
FROM: Scott Bauer, Library Director
MEETING DATE: 03/19/19
SUBJECT: Update on Pacific Grove Library Renewal Project and Capital Campaign
CEQA: Does Not Constitue a “Project” per California Environmental Quality Act (CEQA) Guidelines Section 15378

This report updates activities related to the Library Renewal Project. With the Capital Campaign fundraising effort over, this report will concentrate on the Renewal Project and the Temporary Library Location.

Renewal Project

On February 26th, 2019, the 90% Construction Drawings, the final cost estimate, and the Project Manual and Cut Sheets were delivered to Library Director Scott Bauer. These documents are attached to the agenda packet as part of this report.

Public Works Director Daniel Gho, Public Works Project Manager Joyce Halabi, Library Director Scott Bauer, and Senior Librarian Rachel Gailther have met to review the documents and notified Architect Karin Payson of some questions and a couple of small changes. Before reaching 100% completion of the Construction Drawings Ms. Payson will be submitting a lighting scheme for the check-out desk and the “Title 24” sheet(s) that show the Project meets the required energy efficiency standards (of which the lights are a part.)

On February 27th the Historic Resources Committee (HRC) considered the request for a permit for the clerestory windows that are part of the Renewal Project design to increase the natural light in the front of the building. The HRC split 3-3 on the vote which resulted in a denial of the permit. After discussions with Mr. Gho and Community and Economic Development Principal Planner Anastazia Aziz the decision will be appealed to the Planning Commission at their 6:00 PM meeting on Thursday, March 21st.

The proposed timeline for the Renewal Project moving forward looks like:

- March – early April: Finalize the bid documents and put the Renewal Project out for bids. Director Gho estimates a 45-60 day bid window, which will include a mandatory pre-bid meeting/walk through a couple of weeks after the project is out for bids.
• May – early June: Bidding closed. Bids evaluated.
• June: City Council approves awarding of bid.
• Late June – July: Library closes and construction begins.

Temporary Library Location and Continuity of Library Service

Negotiations for a temporary location for the library on the first floor of 542 Lighthouse Ave (the Holman building) are underway. Terms of a lease have been discussed with the developer of the Holman, Dave Gash, and a draft lease has been sent to Mr. Gash for review.

Library staff – with particular kudos to Senior Library Assistant Julie Weirick – have prepared a layout of shelving, furnishings, staff work areas, etc. for the space at the Holman. These layouts will be used to outfit the space with lighting, power, data and tele-communications, and to get permits approved for the library use of the space.

RESPECTFULLY SUBMITTED:

Scott Bauer
Library Director
Poetry Readings...

Background

- Limited parking
- Compliance
- Lack of Americans with Disabilities Act
- Location in a residential neighborhood
- Small size of the residence
- Other purposes were problematic due to:
  - Loss of the property for poetry readings and
  - Bidding of the City for "Poeitc Purposes"
- Whitney Library located at House (140 18th Street)

Supporting Poetic Purposes

Library Poetry Program

The Library Poetry Program would encourage the
appreciation of poetry throughout the City of Pacific Grove.
An alternative way to honor Ms. Whitney Lathiam
An alternative way to honor Ms. Whitney Lathiam

Mar. 6, 2019
Library Director
Scott Bauer

City of Pacific Grove

City of Pacific Grove
Next Steps

Poetry Program Funding

Poetry Festival