

MEETING MINUTES OF THE BOARD OF TRUSTEES
MARY RILEY STYLES PUBLIC LIBRARY
Held in the Mary Riley Styles Public Library
120 N. Virginia Avenue Falls Church, VA 22046
September 21, 2016

1. CALL TO ORDER

Board Chairman Brad Gernand called the meeting to order at 7:00 p.m. The following Board members attended the meeting:

Brad Gernand
Chet DeLong
Ed Rose
Stephanie Oppenheimer
Terry Zawacki
Eema Ahmed (Youth representative)

Excused Absence: Don Camp and Jeff Peterson

Councilwoman Karen Oliver, Assistant City Manager Cindy Mester, Library Director, Mary McMahon, and her assistant, Claudia Gutierrez, were also present.

Mr. Chet DeLong suggested that Mr. Gernand append the July 20th Town Hall meeting summary report to the August minutes that the Library Director sent to the Board in order to have it on file.

2. RECEIPT OF PETITIONS

None.

3. APPROVAL OF THE AUGUST 17, 2016 MEETING MINUTES

Upon a motion duly made and seconded, the Library Board unanimously approved the August 17, 2016 meeting minutes with no changes.

4. ARTS AND CULTURAL DISTRICT TASK FORCE (CATCH) REPORT

No report.

5. LIBRARY FOUNDATION REPORT

Mr. Rose informed the Board that the Foundation referendum committee is working on three things: a Power Point presentation that can be used when speaking to civic organizations about the referendum, a post card that will be sent to city residents urging them to vote YES on the library referendum, and a letter to past donors asking them to vote for the referendum. The Library Director will provide the Foundation with a list of all the city community associations. She also made it very clear that she is helping the Foundation on her own time and not during her work time. Ms. Zawacki asked Mr. Rose if she could have a copy of the presentation for her to distribute to homeowners where she lives since her HOA does not meet again before the referendum vote.

Councilwoman Oliver suggested that the Board identify people in the community who are actively willing to support the library and work with them to get the Foundation's message out.

6. COUNCIL LIAISON REPORT

Ms. Oliver informed the Board that October 1st is the next community visioning workshop for the City, and it will be held at the Columbia Baptist Church from 9:00 a.m. to 11:00 a.m. She encouraged the Board to attend.

7. ASSISTANT CITY MANAGER CINDY MESTER AND LEASED/SHARED PARKING AGREEMENT UPDATE AND CITY HALL PROJECT UPDATE

Ms. Mester presented the conceptual architectural study for the City Hall project to the Board. She also played an animated video showing the whole campus concept, which includes the connection from City Hall through the courtyard to the Community Center, the Cherry Hill Farm House, Cherry Hill Park, and the library. She pointed out that the site plan contains a public plaza and a parking deck (at the rear of City Hall) which will provide 44 additional parking spaces. It will be available for library patrons, people that need parking for court days and the farmer's market, and for those who simply enjoy walking around the heart of the City. The parking garage has a "living wall" design. She showed the atrium in the new entrance to City Hall, the location of all the city departments, meeting rooms, elevators, sidewalks, trails, ramps, etc. If the project gets approved by Council on November 21st, the construction will start in 2017 and will be finished by 2019. Ms. Mester also noted that on October 6th there will be a Town Hall meeting on the City Hall project to get the public's input on the overall concept.

Ms. Mester then updated the Board on the status of the parking lease agreement with the 313 Park Avenue building and 200 Little Falls. Ms. Mester will be meeting with City Attorney, Carol McCoskrie, to review the agreement. This proposal includes a straight lease range from \$10,000 to \$25,000 a year which will cover 16 parking spots at 313 Park Avenue and 14 spots at 200 Little Falls, seven days a week. There would be no towing in the leased spots, which could be designated not only by signage, but perhaps by blue parking lines to denote them from regular parking for their employees. The City will take care of the basic maintenance, trash pickup, and necessary signage. The initial agreement would be for one year with automatic renewals. Either party could leave the agreement with a 30 day notice. Ms. Mester is hopeful that the agreements will be completed and signed by the end of the calendar year.

The Board thanked Ms. Mester for sharing the information.

8. LIBRARY PROJECT FACT SHEET

The Library Director informed the Board that the library expansion/renovation fact sheet was vetted by the City Attorney, and no further changes can be made to it. The Director pointed out that the library logo was relocated to the top right of the fact sheet, but the text remains the same. The fact sheet will also be posted on the library's website.

9. ANIMATED VIDEO OF LIBRARY PROJECT

The Director informed the Board that the video is available on the library's website. It lasts about 3 minutes and shows a brief history of the library and both renovation options: east and west. The presentation is factual and also refers the public to the library's website for further information on the project. She also reminded the Board that the League of Women Voters of Falls Church will be hosting a forum about the library referendum on Sunday, October 16 from 3 p.m. to 4:30 p.m. in the

Community Center. At the forum there will be a speaker for and one against the referendum. Mr. Gernand will be the speaker for the referendum, and probably a member of the Women League Voters will speak against it.

10. LIBRARY REPORT AND ANNOUNCEMENTS

- The Director informed the Board that Sue Tarakemeh, the Technical Services Supervisor, has submitted her retirement paperwork and will be leaving December 31st. The Director also mentioned that Arlington and Fairfax will be recruiting for this same position at the same time we are advertising and interviewing for our replacement.
- There will be a library general staff meeting on October 19, 2016. City Manager, Wyatt Shields, will attend and talk about what is happening in the City. The Human Resources Director, Dianne Lowther, will also talk to the staff about the new process for filing workers' compensation claims with the new company, NT24. The Falls Church Police will be there as well to provide training on the program "Run, Hide, Fight" about how to react in an active shooter situation.
- The Director informed the Board that a library staff member and two IT staff will attend the Mid-Atlantic Innovative Users Group (MAIUG) conference in Delaware on October 7th. The staff hope to talk with Innovative representatives about the problems the library has been having since March of last year with the system crashing several times for no apparent reason. They will also discuss the issues around the failed upgrade of Encore.
- The Director will begin working on the annual report (Bibliostat) required by the Library of Virginia in order to receive State Aid. The Director is also working on the annual report.
- The Director informed the Board that Studio27, an architectural group already vetted by the City, will attend the October 19th Board meeting. They will present their credentials and talk about some of the library projects that they have done in the past. Studio27 is currently designing the City Hall renovation project. Ms. McMahon reminded the Board that it does not have to choose either of the two vetted firms (BKV Group is the other firm), but if the referendum passes and the Board likes either of them, then it will be easier than writing a RPF for another architectural firm.

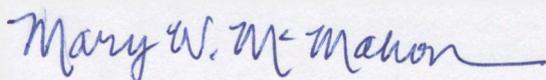
11. BUSINESS NOT ON THE AGENDA

None.

12. ADJOURNMENT

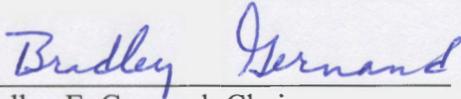
There being no further business, upon a motion duly made and seconded, the Board of Trustees voted unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,



Mary W. McMahon
Library Director

Approved:



Bradley E. Gernand, Chairman

Copies: Board of Trustees, City Manager, Library Reference Desk, Staff Bulletin Board, City Clerk,
Library Web Page

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