

City of Winter Park Public Library Task Force

July 23, 2014

3:00 p.m.

Winter Park Public Library second floor Conference Room

The session was called to order by Winter Park Public Library Board President, Bruce Douglas at 3:12 in the Conference Room of the Winter Park Public Library, 460 East New England Avenue, Winter Park, Florida.

Members Present:

Bruce Douglas
Jeffry Jontz
Jan Walker
Nancy Miles
Sam Stark
Joel Roberts
Chip Weston
Shawn Shaffer, Library Executive Director, ex-officio member
Randy Knight, City Manager, ex-officio member

Present Via Phone:

Gary Barker

Also Present:

Mike Freeman, *Orlando Sentinel* Reporter
Mary Gail Coffee, Library Community Relations
Ann Marshall, Library Administrative Assistant

Introductions were made. Shawn Shaffer distributed notebooks to Task Force members that included a hard copy of a PowerPoint presentation she made to the Winter Park City Commission at the June 9 work session. The presentation covers: the vital role of public libraries including educational opportunities, creative spaces, history preservation, literacy training and technology use and education. Bruce Douglas led off the meeting by stating that Mayor Kenneth Bradley said we will need to come before the City Commission with three things: 1) Demonstrate the need for a new library 2) Possible locations 3) Financial requirements and ways to meet those needs.

Randy Knight reviewed the Florida Sunshine Laws and advised the group that all meetings must be posted no less than 48 hours in advance and open to the public. He explained that any two Task Force members talking about Task Force business or matters that come before the Task Force become a subcommittee and are held accountable under the Sunshine Law. This includes, but is not limited to, discussions on social media. Minutes must be taken at meetings, so that there is full transparency. The Winter Park Public Library Board meets on the second Tuesday of each month and since multiple members of the Task Force are also Trustees, either a synopsis will be given to the Board at the beginning of each meeting which will be open to the public or the full meeting will be opened. It is acceptable to have conversations with non-Task Force members, i.e. City Commissioners that are not recorded publicly. The agenda and the Minutes of Task Force meetings will be posted on the webpage of the Winter Park Public Library and the City of Winter Park. Randy also pointed out that any votes must

have a quorum present, and those participating via phone cannot count toward the number necessary for a quorum.

Bruce Douglas opened the floor to take nominations for a Task Force Chair. Sam Stark was nominated and unanimously elected.

After discussion it was decided that the Task Force would meet twice a month, on the second and fourth Wednesday of each month from 8:30 - 10:00 a.m. at the Winter Park Public Library. Because of time restraints set for the Task Force, they will re-convene next week, July 30th and then start the above schedule in the month of August.

Bruce Douglas gave some background on the work done previously by the *ad hoc* Board Committee regarding a new building. A consultant had been hired to help with education to our Board regarding new library construction and how to find acceptable locations and finance the construction. The consultant, Clyde Scoles, is the Director and Fiscal Officer from Toledo-Lucas Public Library in Ohio.

The ad hoc committee had also met with John Cunningham, of ACI Architects, who provided several library building designs on several City owned locations that are potential sites: City Hall, Civic Center, Progress Energy or Post Office. The Library is in a great location now and hopes to stay close to the core of Winter Park. The notebook has a map with the present location circled in red and showing the other locations.

Shawn Shaffer reviewed several sections in the notebook, including the statistics of how many patrons use the Library daily.

Staying at the present location and remodeling the building were discussed. Dr. Douglas had brought in a building consultant who evaluated the property and gave his estimate for bringing the building up to meet our present needs. It would take an entire electrical re-wire, new plumbing, new windows and more. This is an option, and would cost over \$5 million, not including furnishings. Additional costs would involve renting a space and moving temporarily to another site during the construction, which could cost over a million dollars. The downside to remodeling here is that there would still be only 68 parking spaces. Presently the Alford Inn has given us 20 spaces on their lot that staff uses. They may be expanding in the future and their parking plans are not known now.

Appraisals have been done of this Library building to determine the value. The values varied.

Motion made by Bruce Douglas for an independent appraisal of this building and property to be paid for by the City of Winter Park. Seconded by Jeffrey Jontz. The motion carried unanimously.

There was a discussion regarding the costs of a new building. There would be no site/land cost if City land is used. Shawn Shaffer expressed the opinion that cost of operations would stay even with a new building, it would take less personnel and hopefully be a “green” building, more energy efficient.

The City presently has a bond on the Golf Course that will expire in 2016. An example was given that if the Library bonded \$10 million, half of that would take the place of the golf course bond (\$5 million). The additional \$5 million would increase the cost to the taxpayers in Winter Park by about \$45 per year on their tax base.

The next ballot for Winter Park residents will be in March 2015. The Commission would need to have it approved to go forward as a bond issue by December 2014 to be on that March ballot.

The next steps will be for all to review their notebook and the statistics therein. At the next meeting Committees will be put together to discuss partnerships, locations, potential buyers and what the Library of the Future might require.

A tour of the Library followed.

The meeting was adjourned at 5:10 pm

Submitted by:

Ann Marshall

Administrative Assistant

Winter Park Public Library