

**Columbia Library District
Minutes, Meeting of July 5, 2017**

Board members present were Kate Markie, President; Julie Baka; Lisa Groshong; Phil Harrison; Lynn Hostetler and Brouck Jacobs. John French and Khaki Westerfield were absent.

Also present were Matt Kriete of Engineering Surveys & Services, DBRL Director Melissa Carr and staff members Elinor Barrett and Amanda Burke.

Call to Order

Markie called the meeting to order at 6:01 p.m. A quorum of members was present.

Public Comment

There was no comment from the members of the public in attendance.

Approval of Minutes

Hearing no changes, additions or deletions, Markie declared the minutes of June 15, 2017 approved as written.

CPL South Parking Lot and Stairs

Kriete reviewed the issues to be addressed during upcoming parking lot work. While planning for the changes to the south parking lot and the replacement of the stairs, Kriete and staff explored several options to determine whether the accessibility of the south entrance could be increased. Items identified in the ADA Transition Plan that will be addressed during this work include raising the height of the west handrail on the stairs and resurfacing and re-configuring the accessible parking stalls. Kriete reported on the failure of the concrete stairs and noted resurfacing the driveway will be included in the scope of work as it is beginning to deteriorate as well.

Carr reminded the board members that a few patrons have requested an elevator on the south side of the building. In order to improve accessibility for mobility-impaired patrons, the library purchased electric scooters in 2014 and installed a call-button at the bottom of the ramp, and this option has proved popular. It is a good time to see if any other accessibility options are practical to implement in coordination with the parking lot and stair work.

In response to a question from Markie, Kriete said that any additional accessibility options would be above and beyond what is required for ADA compliance.

Kriete stated that he aims to add one new accessible parking space in the south lot by reducing the width of the staircase by one-third. Carr reminded the Trustees that two additional accessible spaces were added in the north lot when it was last resurfaced.

Kriete presented drawings including a wheelchair lift attached to the south staircase. The Trustees discussed safety of the lift when in use and when stored, the range of patrons such a device would benefit, the cost range for such equipment and the electrical work that would be required. Kriete stated that a lift cannot be installed on the current ramp, as the remaining ramp space would be too limited after the lift installation and addition of another handrail.

Kriete reviewed the pros and cons of adding a wheelchair lift to the south staircase and made his recommendation that a lift not be installed at this time.

Carr noted that staff approached conversations with Kriete asking “How can we install a lift in conjunction with this project?” With further information about safety, cost, patron benefits and more, staff now believe the idea is not viable.

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In response to a question from Harrison, Carr stated that Kriete will give a short presentation on the scope of work of the project and consideration of a wheelchair lift at the July 13 regional board meeting.

ACTION: Hostetler moved, Harrison seconded recommending the Regional Board approve the scope of work for the south parking lot and stairs and authorize staff to accept the lowest and best bid.

Carr and Kriete noted the importance of bidding, awarding the bid and scheduling the work as soon as possible. To expedite the process, the Trustees discussed their duty of care related to this project, whether Trustees should work with staff on reviewing the bids, and if a cost-not-to-exceed amount should be added to the motion.

ACTION: Baka moved amending the motion to recommend the Regional Board accept the scope of work for the south parking lot and stairs and authorize the Library Director in consultation with the Presidents of the DBRL and CLD Boards to accept the lowest and best bid. Hostetler seconded the motion to amend. The motion was approved.

ACTION: The motion to recommend the Regional Board accept the scope of work for the south parking lot and stairs and authorize the Library Director in consultation with the Presidents of the DBRL and CLD Boards to accept the lowest and best bid was approved.

Miscellaneous

Carr informed the Trustees that Gena Scott resigned from the board. The board members agreed that Carr should ask the Mayor to forego filling the seat, as the number of Trustees will need to be reduced in January anyway.

Public Comment

There was no comment from the member of the public in attendance.

Adjournment

There being no further business, Markie adjourned the meeting at 6:55 p.m.

Minutes recorded by Amanda Burke, DBRL staff.

Board Secretary