



## **MEETING MINUTES**

Time: 4:00 PM – 5:30 PM  
Date: October 13th, 2021  
Location: Baldwin Public Library  
300 W. Merrill St.  
Birmingham, MI 48009  
(MCD Team Virtual)

### ***MEETING MINUTES ARE RECORDED IN BLUE***

#### Attendees:

Frank Pisano	Board Vice President	BPL Building Committee
Jim Suhay	Board Member	BPL Building Committee
Rebekah Craft	Director	Baldwin Public Library
Jaclyn Miller	Assistant Director	Baldwin Public Library
Kristen Tait	Circulation Director	Baldwin Public Library
Steven Schneemann	Principal Architect	Merritt Cieslak Design
Ron Cieslak	Principal Architect	Merritt Cieslak Design
Dianne Schurg	Interior Designer	Merritt Cieslak Design

## **AGENDA ITEMS**

### 1. Review Organizational Concepts

- The following items were discussed regarding the Organizational Concept diagrams:
  - it was noted by Rebekah that the book drop system currently used is by Design Industries
  - Jim Suhay was concerned that Concept B would not accommodate the architectural language of the existing building, Steve noted that the design intent would be to incorporate the design language of the adjacent LZG building
  - Jim he also noted that he felt there were a lot of interesting ideas presented overall. He was not in favor of the idea of losing a portion of the plaza to an expanded building footprint in Concept B.
  - Jim expressed concern with the main level open to the lobby level below, and Rebekah added that she was concerned about visibility of sight lines; Steve clarified that that this would have a solid half wall, or potentially a glass wall.
  - Rebekah liked the idea of the glass wall between the main lobby and the teen space, but was concerned that the teens would feel

that there wasn't enough privacy. It was suggested that the book stacks and tables could be adjusted to accommodate this.

- There was a brief discussion about the possibility of the ramp- as it was not included in any of the 3 concepts. Steve and Ron noted that the City would require the new ramp to be significantly longer.
- Frank was concerned with whether the escalator option would be expensive due to maintenance and the cost to run it. Steve explained that while it would require servicing- similarly to how an elevator would- due to the short height difference between levels, the cost would not be a cause for concern, and that he was unaware of an undue maintenance cost. It was also suggested that there be a stair between the escalators and Frank and Rebekah agreed that this would be an ideal configuration.
- Rebekah explained that incorporating the additional space from Concept B and having the ability to add study rooms would be a bonus to the project, and also noted that due to the climate in Michigan only allows for a few months of the year where the exterior plaza could be used and that space might be better used within the library.
- Rebekah requested that relocating the book sorting room be considered in the design, in order to provide more space for the teen space. She added that the current book sorting was 9 years old and that the system could be altered to accommodate changes. Rebekah stated that relocating the sorter to the lower level would only complicate things further.
- Kristen commented there might not need to be 2 new circulation desks- if one was big enough and at street level or closer to the entrance view. She explained that 4 circulation desks total would be too many: confusing for patrons and unnecessary.
- Kristen was in favor of the study rooms presented in Concept's B and C, and felt that as long as the circulation desk needs were accommodated, having 1 new circulation desk instead of two would help provide the space needed to incorporate study rooms.
- Kristen stated that the elevator room space's current use was not living up to its potential. Steve asked whether this space was used for cart storage and Kristen said that it was and that it would be ideal to remove the wall between the elevator room and circulation desk and use this space for something else. It was suggested that the book sorting could be relocated to the existing elevator room. Steve asked if the circulation desk would need to stay adjacent to the circulation office space and Kristen said no. She also explained that the book sorting machine is loud so it would not be ideal to relocate this next to the circulation desk. Rebekah liked the idea of the book sorter being relocated to the elevator room and creating a central machine area across from the Idea Lab. It was noted that the visiting children like to watch the book sorter, therefore a glass wall would be necessary to create visual access. Steve asked if the sorter size was sufficient and Kristen said the minimum size that the sorter would require would be 5 bins instead of 7 and if it were to have one drop off location the footprint of the sorter could be minimized.
- Kristen also suggested that if the book drop were to be moved inside, then potentially the street book drop could be reconfigured to have a street facing slot, as well as a sidewalk facing slot. She also noted that if the city allowed for another book-drop, then the best solution would be to provide 2 street facing book drops and one sidewalk-facing book drop. Additionally, it was noted that the further the book drop is from the entrance the more the library risks liability with staff pushing book trucks in snow and ice.
- Rebekah noted that the hot picks shelving outside the book

- sorting room was too high and that any new furniture she would request lower shelving because the top shelf is unreachable.
- Frank noted that while he felt the skylight was important, that it was more important to prioritize additional program space for the library over having the skylight.
- Rebekah noted that she would prefer that the skylight to the historical facade show the full height view- if possible.
- There was a brief clarification about the 3-stop elevator and which levels it would accommodate: main level, entry level and lower level.

## 2. Review Cost Models

- Concept A Cost Model
  - Steve shared that the budget would get more and more refined as the proposed plan became more clear.
- Concept B Cost Model
  - Ron asked Rebekah if she saw the café/ collaboration space as an additional meeting room space, and she said that she could see it having about 25-30 seats there. Steve noted that if the expanded area went outside of the curve that this could be accommodated, however if the café/ collaboration space stayed under the curve the seating accommodations would be closer to 20.
  - Steve noted that based on the meeting, Merritt Cieslak Design will look at consolidating the takeaways into two proposed floor plan drafts, which will require a second look at the budget.
- Concept C Cost Model
  - Steve noted that there was an error on the budget spreadsheet for Concept C Cost Model and that he would get a revised copy to Rebekah following the meeting.
  - There was a question about whether removing the granite pavers from scheme C would significantly reduce the cost and Steve said that while it would reduce the cost he would have to look at the numbers again to determine how much.

## 3. Review Next Steps- Floor Plan Development

- Steve explained to the group that the next step would be to provide a proposed floor plan and update the budget to accommodate. It was also noted that there would be two initial plans to review: one under the curve and one outside of it, since it was still undecided which direction the library would go.
- It was also noted that Frank favored plan B, but wanted to make sure that the existing architectural language was kept intact.
- It was requested by Rebekah that floor mounted toilets be installed for Phase 3.

## 4. Next Building Committee meeting scheduled for October 27, 2021 4:00PM

*Note: These minutes represent the best efforts of **Merritt Cieslak Design** to record discussions and decisions at this meeting. Please report any errors or omissions to the author upon review.*