

**MINUTES**  
**SPECIAL LIBRARY BOARD MEETING,**  
**Friday, July 30, 2010, 9.30 a.m.**

**Present:** Tilly Crawley (Chair), Sandra DeAthe, Stan Shapiro, Doug Robertson, Garth Hendren, Karen Hudson (Librarian).

**Regrets:** Rita Archer (Vice-Chair), Peter Sharpe (Treasurer), David Hart, Duncan Hepburn, Susan de Stein.

1. The meeting was called to order at 9:33 am.

2. Approval of Agenda

- o **Motion** *That the agenda be approved as amended. Moved by Sandra; seconded by Garth.*

*Passed*

**3. MOTION TO APPROVE THE BUILDING REDESIGN**

**a) Floor plan**

**Motion**

*That we accept the building floor plan prepared on June 19 2010 and presented 22 July 2010, subject to small changes found to be necessary during detailed design. Moved by Doug; seconded by Sandra. Discussion explained that small changes would mostly involve changes to shelving layout. Passed.*

**b) Exterior**

Exterior elevations were presented showing walkway, stairs, height within permitted bylaw, ways to maintain energy efficiency, and green roof on flat portions.

**Motion**

*That we accept the basic exterior design of the building as presented 22 July 2010, subject to minor cosmetic changes. Moved by Garth; seconded by Sandra. Discussion. Passed*

**4. TEMPORARY QUARTERS**

Tilly noted changed requirements since previous discussion by the Board that could influence the cost of proposed temporary quarters. One owner has proposed a rental price and has proposed some other monetary issues. The building code requires load bearing flooring to 143 psf, public washrooms, and the services of a professional architect and structural engineer.

**Motion.**

*That Tilly Crawley, Peter Sharpe and Duncan Hepburn working together be authorized to establish off site operations for the library at either property under current investigation within the following guidelines:*

- a) that the conditions required by the Building Code as set out by the Building Inspector can be met re: load-bearing; architect/engineer involvement; public washrooms; water and sewage.*
- b) Total cost not to exceed two hundred thousand dollars (\$200,000.00).*
- c) Acceptable leases/contracts can be established with the land owner, the supplier of portable classrooms and trailers, and others providing services.*
- d) Timing to follow the project schedule*
- e) That Brigitte is involved in the selection of the configuration.*
- f) Circumstances beyond those defined here require the work to be discussed further by the board.*

*Moved by Sandra; seconded by Garth.*

Discussion: Tilly noted that funding will come from library's reserve funds as not eligible under the grant. Time span is 14-16 months. Garth noted that for one of the properties under consideration the CRD will need to amend the bylaw on the property when sewer and water are added.

*Passed*

## **5. NEIGHBOUR RELATIONS**

The library needs to meet with owners of neighbouring properties to complete the Trust application package. Josh Frederick of the CRD will provide names and addresses of neighbours. Tilly will email helpers and suggest system when number of neighbours involved is known.

6. Motion to adjourn at 10:13 am moved by Garth.