

**Highwood Public Library Board of Trustees Special Meeting  
May 7, 2012**

Present—Trustees: Sue Atkins, Mark Frye, Lucy Hospodarsky, Laurie Lenzini, Nora Loreda, Catherine Regalado; Ferguson Mills, Staff Liaison; Kay Kelly, Building and Grounds/Renovations; Brian Wright and Louise Kowalczyk—FGM Architects  
Absent: Bertha Chavez

**Meeting called to order at 6:03 pm.**

**Public Comments**

None

**FGM Architects review of interview findings**

Mr. Wright and Ms. Kowalczyk reviewed findings from two sessions of staff interviews.

**Establish project goals**

Three main renovation goals were proposed and agreed to: maintain great customer service; bring community together; bring more people in. A key is to keep flexibility throughout.

**Discuss preliminary floor plan**

Sketch Options A and B were presented and features were discussed room by room.

Mr. Frye left meeting at 7:33 pm

Each attendee gave opinion on preferred parts from each plan.

Ms. Atkins left at 8:05 pm

**Discuss next steps**

Options for communicating plan with public, including public meeting, city council presentation, and website were discussed. FGM proposed presenting floor plan and rendering inside the library on an easel, along with bullet points of which items are being fixed.

FGM will draw a new plan based on corrections and consensus heard this evening. A budget and a la carte pricing list will be drawn up and board can finalize plan given renovation budget and other income at next meeting with FGM.

Ms. Regalado moved and Ms. Hospodarsky seconded to adjourn.

**Meeting adjourned at 8:54 pm**