

**OFFICIAL RECORDS OF  
THE ALLEN COUNTY PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Minutes of Special Meeting April 7, 2022

The Board of Library Trustees of the Allen County Public Library met in special session on Thursday, April 7, 2022 beginning at 3pm in the Main Library. Present: Mr. Eisbart, presiding, Mr. Castleman, Mr. Moss, Mr. Seifert, Ms. Shamanoff, Ms. Tucker, and Mr. Williams.

President Ben Eisbart called the meeting to order.

Ms. Baier thanked the community for their feedback and announced over 1,300 surveys were received, 5 open houses conducted with 108 in attendance. She stated that the conversations were heard and noted and there will be additional opportunities for input on the capital projects moving forward. The Board of Trustees and ACPL staff were appreciated for their involvement and efforts. A special thank you was given to the Capital Project Committee members consisting of Mr. Seifert, Mr. Castleman and Mr. Eisbart and ACPL staff Kim Bolan, Dave Sedestrom, Jake Ullom, Stephanny Smith.

Bostwick Design Consultants, Rick Ortmeier and June Garcia relayed their recommendations for 15 branches with an estimated 54,000 square feet added and a cost between \$112 million and \$118 million. The time frame of projects would last up to 7-8 years to complete and the cost does not include the purchase or sale of property. Here are the recommendations:

Aboite Branch:	Sell Property + Build New Aboite Branch
Dupont Branch:	Sell Property + Build New Dupont Branch
Georgetown Branch:	Medium Renovation + Expansion OR Sell Property + Build New Branch
Grabill Branch:	Medium Renovation + Expansion
Hessen Cassel Branch:	Heavy Renovation
Huntertown Branch:	Build New Branch in Huntertown area
Little Turtle Branch:	Medium Renovation
Monroeville Branch:	Medium Renovation
New Haven Branch:	Medium Renovation
Pontiac Branch:	Medium Renovation
Shawnee Branch:	Sell Property + Build New Shawnee Branch
Tecumseh Branch:	Medium Renovation
Waynedale Branch:	Medium Renovation + Expansion
Woodburn Branch:	Medium Renovation
Main:	Select Renovations

The recommendations for the 15 libraries offer two options:

4 new branches, 2 renovated/expanded branches, and 9 renovated branches  
OR

5 new branches, 1 renovated/expanded branch, and 9 renovated branches

Bostwick Design consultants reviewed the purpose of the project which showed the changes and trends in library services, population growth, and age of our current facilities. They showed the process used to gather information from patrons and staff through facility tours, open houses, surveys, and focus groups. One online community survey showed 70.9% *Likely/Very Likely* to support expansion.

Mr. Sedestrom reported the library would need to seek financing for the proposed expansions and renovations in the form of a GO or first mortgage bond or both. The library's financial advisor, Baker & Tilly are working on a projection of tax rates and financing. Those projections will come out in the next few weeks. Due to the board and library's diligence in being cost-effective, the library has accumulated \$21.5 million in reserves for the anticipated capital project. Final payments were made in Dec 2021 to pay off the bonds used for the expansion done during 2001-2005. Operational cost will be affected with this project but are projected to be manageable due to current cost constraints and revenue growth even with the proposed expansion and new buildings. Extra square footage does not mean extra operational cost to add more staff and may involve adding more technology similar to when self-check machines were previously introduced. Many of the facilities' infrastructures are poor and updating to new efficient systems & services will provide savings.

Ms. Baier stated the next steps involve two preliminary determination public hearings at the Main Library, one on April 21 and the second on April 28 (both at 3 pm.) The public can attend in person or watch a live stream on YouTube. Our bond consultants will give a presentation on the project financials. There will also be an opportunity for the public to offer comments about the project. At the conclusion of the second hearing on April 28, the Board will consider adopting a preliminary determination resolution that declares a need for the project and the issuance of bonds and they will approve the form of the local public question for the project to appear on the ballot if a referendum is requested. All information in the consultant report, facility master report and individual branch summary will be available April 8th at <https://www.youracpl.org/>.

Mr. Seifert stated the Board recognizes the diverse needs and population growth of our community and the demands on our libraries. He relayed the Board will be open to the community the entire time to listen and seek input for site acquisitions and construction standards. There will be three phases to the 7-8year plan, starting with the construction of the new branches which may change under the advisement of our consultants and staff.

Mr. Castleman commented on the changes to our urban and rural communities. He would like to make sure we are investing in our communities by supporting our libraries which are in the center of those communities. Due to the growth in the Dupont area, the addition of the Hunteartown branch as the 15th branch makes sense and helps service that community. Opportunities for public input and feedback will be ongoing throughout the different phases.

Mr. Eisbart commented everyone should have full access to our libraries. He reiterated this plan is only the beginning and encourages public feedback and input. He noted the first two initial options presented have changed due to the public's feedback.

Ms. Tucker commented the Board has been open to public comment and appreciated their flexibility to make changes. The Board has taken the lead to show equality by listening to the communities needs whether it be the NW neighborhoods or SE neighborhood which has its own specific needs.

Mr. Moss commented the plan has evolved. He wanted to make sure the Board remains fiscally responsible and focus on operating expenses going forward.

Ms. Shamanoff shared the community's part in this plan and thanked the committee as well as the community for their time and feedback.

Mr. Williams thanked the community, consultants and openness of the Board throughout this process.

Five members of the public provided comment on the Facility Master Plan.

Mr. Castleman noted to those wanting to make public comment online and specifically at the upcoming public hearings must use their actual name and address followed by their comment to be noted as an official public comment.

On motion of Mr. Seifert, the Board acknowledges receipt of the Facilities Master Plan as presented and recognizes that this Plan (a) establishes the framework for the current anticipated solution to the long-term facility needs of the Library community, (b) provides the Library Board and Administration with the maximum anticipated cost for this solution excluding any land acquisition costs and financing costs, and (c) becomes one of the Library's primary resources during the development and refinement of this long-term facility solution by the Library and the community. Recommendation was approved.

Ms. Tucker – Second.

Mr. Castleman – Aye.

Ms. Shamanoff – Aye.

Mr. Eisbart – Aye.

Mr. Williams – Aye.

Mr. Moss – Aye.

**ADJOURNMENT – 4:34 pm**

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Martin Seifert, Capital Projects Committee Chair