

CHARLOTTE MECKLENBURG

# LIBRARY

**Real Estate Committee  
Meeting Report  
Tuesday, October 12, 2021 at 11:00am**

Trustees:

Brandon Neal – Chair  
Ed Williams – Trustee at Large

Library Staff:

Marcellus Turner “MT” – CEO/Chief Librarian  
Caitlin Moen – Chief Library Services Officer  
Angie Myers – Chief Financial and Administration Officer  
David Dillard – Library Real Estate Director  
Peter Jareo – Senior Manager -Facilities  
Tony Tallent – Associate Director – Branches  
Elesha Roupp – Library Administrative Coordinator

County Staff:

Mark Hahn – Director, AFM  
Jay Rhodes – Dir: Design & Construction AFM  
Bryan Turner – Sr. Project Manager, AFM  
Charles Snow – Project Manager, AFM  
Becky Miller – Project Manager, AFM

Hamilton Stephens Steele & Martin

George Sistrunk – ex-officio

Board approved special member

Walker Morris – ex-officio

## Meeting Report

Meeting and Report approval 9//2021      Brandon Neal

### Story of Impact given by Caitlin Moen

I wanted to share a story of impact (really, words from the customer) from Melanie at our Hickory Grove location, who helped a teen customer through a Mock Interview program offered through our College & Career Connections online programming.  
Mock Interview Online Program (College & Career Connections)

“I wanted to share some exciting news with you!

I recently applied for a job at my local Chick-fil-a, and I got the position! I had to go through an interview process where they asked me various different questions. The mock interviews were so helpful for answering those questions fluently, and many of the mock interview questions were asked in the real interview!

Thank you so much for helping me with all the practice and getting this position! Here is a picture from my first day on the job!”

### Real Estate Leader’s Report given by David Dillard

**Facilities Master Plan Update-** report to be delivered this week.

**FMP Ad Hoc Committee:** Joe requested an Ad Hoc committee to take comments from the Board retreat. MT wants 3 from Board (could include Walker Morris) and 3 from the Library (David, Caitlin, Kevin?). Suggest it convene in January to avoid the year end rush/crush. Plan to work it for 2-3 months only. Goal: prepare real estate priorities for the next CIP. Should consider the FMP as a working document with community and staff input (LBoT-limited input).

Consider funding realities. This will go to AFM after this group/Board have reached some agreement for input, especially regarding bandwidth to manage it). MT suggests we prioritize by categories: new locations/deserts, renovate/expand/relocate existing facilities, 3<sup>rd</sup>?. Consider partnerships like Parks & Rec and YMCA.

**University City update:** We are preparing the Development Agreement. George Sistrunk and I have spoken and will get a draft ready that we are comfortable with and then will get AFM input before sending to EB Arrow. I have requested several documents/descriptions/exhibits EB Arrow to attach so we can have as complete a document for review as possible. They would like to have a kick-off meeting as early as next week, but I am not certain that we'll have the document in a form that would make that meeting as meaningful as we'd like.

#### **Interim uptown locations:**

Branding

**CMLibrary @ Founders Hall:** We have supplied the requested information about signage and renovations for Landlord's approval and are expecting a fully executed lease any day now. I also received approval for our requested scope of renovations this morning.

**CMLibrary at College:** I met with their financial folks last week to discuss the repayment of utilities and will incorporate that into the lease agreement this week.

**Hal Marshall Center:** Will likely be known in the community as the VAPA Center for the Visual and Performing Arts groups that will occupy the building. The two suites that we are occupying have been cleaned and painted. New name plates for the individual offices and furniture are in place. We need to create and install the suite signage. Kudos to Aubrey Hedrick for using her MakerSpace skills to create all our new signage! AFM is having some excess furniture removed from the second suite to accommodate some shelving for our procured supplies function.

**Move update:** Becky Miller and James Cochrane from AFM and Peter Jareo are herding the cats extremely well on this front. Becky successfully bid the Move Management piece and the selected vendor is getting bids from multiple vendors on all the components, which include the glass mosaic of the Bearden piece (which will be a very delicate process), moving the glass sculpture collection from Main and ImaginOn to the Foundation for the Carolinas, moving fine art and the Carolina Room collection to archival quality storage, moving general contents and other collections like Government Documents to standard climate controlled storage. The collections will move to the Library Administration Center as soon as it is available.

#### **7th & Tryon development update** given by Mark Hahn

Most activity is surrounding negotiating the scope of demolition work for Main Library and Spirit Square. This information would then be incorporated in the Master Developer Agreement before it could be considered for approval by the stakeholders. Design Coordination – waiting on more info from developer specifically for the exit system out of the theaters to set the property line etc.

#### **Main Library design & construction update** given by Mark Hahn

Continuing budget reconciliation mode. Working on different elements for Library to consider. We are averaging about 10 meetings a week with all the different participants. Continuing to work rigorously on everything.

**LAC/Kimbrell's update** given by Mark Hahn

Attorney completed revisions on the condominium agreement and sent those documents to code enforcement group. Language needs to be approved and they only had a few minor changes. Once finalized it will go to the Board of County Commissioners for approval.

**LAC project update** given by Charles Snow

Moving along as shown in slides.

Color/Accent walls are complete.

Baffles inserted.

Mill work and bookcase work is in place.

Record storage area – rails going in place for high density mobile shelving.

Ceiling work completion.

Bathroom fixtures are all in place.

Solid surface materials / IT suite almost complete.

Cabinets and accent wall separating main living room area is in place.

Security gates – first one installed.

Furniture – starting to discuss when furniture can be moved in.

Book sorter still in crates – waiting to install until construction is completed a bit further.

**Pineville construction update** given by Becky Miller

Images shown

Crane has been removed, started the sheathing.

Lots of supplies stored onsite to keep the project moving.

Windows have been installed on the one side.

Interior – windows are roughed in for staff space. Finished ceiling will be about 10-12 feet.

Started putting up the interior studs, roughing in electrical and mechanical.

On schedule. Meeting with shelving people in the coming weeks.

**Operations update** given by Peter Jareo

Been busy with move manager for Main and move to HMC. Developing scope and meeting with potential contractors that will move various pieces out of Main Library.

Carpet replacement at West Boulevard and Cornelius. – ordered carpet for Cornelius. Hope is to get everything in before the end of the calendar year.

Davidson – just got a few large pieces of furniture going in and will require likely a 1–2-day closure.

Hal Marshall Center (HMC) – almost there, few pieces to put together (access, parking etc.)

Interim locations – lighting upgrades etc. will take place once contracts are finalized.