



Meeting Date: December 8, 2008 @ 4:30 p.m.  
Issue Date: January 22, 2009

**CROZET LIBRARY**  
**Albemarle County, Virginia**

**STEERING COMMITTEE MEETING – NUMBER SIX (6)**  
**Grimm and Parker Project No. 20626.00**

**ATTENDANCE**

**Steering Committee Members attendance:**

		<b><u>Phone Number</u></b>	<b><u>Email</u></b>
Bryan Elliott	Albemarle County	434.296.5841	<a href="mailto:belliott@albemarle.org">belliott@albemarle.org</a>
Pamela Grammer	Citizen		<a href="mailto:shosin@ntelos.net">shosin@ntelos.net</a>
John Halliday	Jefferson Madison Reg. Library	434.979.7151	<a href="mailto:halliday@jmrl.org">halliday@jmrl.org</a>
Kathleen Jump	Crozet Community Association	434.823.7878	<a href="mailto:jump@virginia.edu">jump@virginia.edu</a>
Russell Lafferty	Downtown Business Association	434.823.2886	<a href="mailto:mlafferty@earthlink.net">mlafferty@earthlink.net</a>
Bill Letteri	Albemarle County	434.872.4501	<a href="mailto:blletteri@albemarle.org">blletteri@albemarle.org</a>
Thomas Loach	Albemarle County	434.823.0264	<a href="mailto:tloach@albemarle.org">tloach@albemarle.org</a>
Ann Mallek	Albemarle County	434.977.9666	<a href="mailto:amallek@albemarle.org">amallek@albemarle.org</a>
Wendy Saz	Jefferson Madison Reg. Library	434.823.4050	<a href="mailto:wsaz@jmrl.org">wsaz@jmrl.org</a>
William Schrader	Crozet Library Fundraising Comm.	434.823.8420	<a href="mailto:lvrbro@embargmail.com">lvrbro@embargmail.com</a>
Charlotte Self	PVCC Director of Circulation	434.293.9236	<a href="mailto:cself@pvcc.edu">cself@pvcc.edu</a>
Terry Tereskerz	Crozet Comm. Advisory Council	434.977.7977	<a href="mailto:ttereskerz@bttlaw.com">ttereskerz@bttlaw.com</a>
Sally Thomas	Albemarle County	434.295.1819	<a href="mailto:sthomas@albemarle.org">sthomas@albemarle.org</a>
Tim Tolson	Jefferson Madison Reg. Library	434.243.6592	<a href="mailto:tfjtolson@yahoo.com">tfjtolson@yahoo.com</a>

**Others in attendance:**

Jim Boyd	Heyward Boyd Architects	434.296.5353	<a href="mailto:jboyd@hbapc.com">jboyd@hbapc.com</a>
Lindsay Harris	Albemarle County	434.872.4501	<a href="mailto:lharris@albemarle.org">lharris@albemarle.org</a>
Melanie Hennigan	Grimm + Parker Architects	301.523.0007	<a href="mailto:mhennigan@gparch.com">mhennigan@gparch.com</a>
Ron Lilley	Albemarle County		<a href="mailto:rlilley@albemarle.org">rlilley@albemarle.org</a>
Todd Willoughby	Grimm + Parker Architects	703.903.9100	<a href="mailto:twilloughby@gparch.com">twilloughby@gparch.com</a>

**DISTRIBUTION**

All attendees

**GENERAL INFORMATION:**

Steering Committee meeting attended by architect and representatives of Albemarle County.

**ITEMS DISCUSSED:**

1. Bill Letteri gave a brief recap of items discussed at previous Steering Committee meetings. He highlighted the majority of Committee member's preference to not have a Library entrance off Crozet Avenue due to staffing, security and safety issues. He noted the desire for the Library to be able to be connected to the lower level floor areas as future growth demands. The Committee suggested allowing for a future stairway and elevator to connect to lower level floor areas. Bill noted that Albemarle County is reviewing potential tenants/uses for lower level areas in response to the Committee's desire to keep all of the Library's opening day program requirements on the upper (main) level. Potential opening day uses discussed for the lower level included: Art Gallery, Albemarle County satellite offices, Community Meeting room(s). The Committee stated leasing lower level spaces to commercial

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tenants is not desirable due to infrastructure/utility requirements and the potential for competition with downtown businesses. The Committee discussed the desire for additional eastward excavation at the lower level in order to provide space that can ultimately serve future program functions for the Library (this would exceed the project 20,000s.f. area). Grimm + Parker noted that if Library book collections are to be located at the lower level in the future, the floor to floor height would need to be 18'-0" minimum. The Committee suggested lower level areas be managed by Albemarle County until the space is required for the Library.

2. Bill Letteri stated the project's Construction Bid date will be delayed until July 1, 2011.
3. Grimm + Parker Architects gave a PowerPoint presentation of further development of the floor plans, elevations and three-dimensional renderings. Melanie "walked-through" the arrangement of the upper level floor plan (approximately 18,300 s.f. including mechanical penthouse areas).

Steering Committee member comments on the updated design were as follows:

- A. Committee members were generally satisfied with sizes and arrangement of library program spaces presented in the updated upper level floor plan.
- B. Committee members voiced concern about new floor to floor heights shown in the updated elevations and renderings being too low for usable library spaces.
- C. Committee members re-iterated the concern about lower level areas being under-utilized and "vacant" during Library hours noting that there should be no "blank windows".
- D. Committee members had differing options over the design "character" of the exterior facades. Some members preferred the more "traditional" elevations over "contemporary" character.

**SCHEDULE:**

Next Steering Committee Meeting will be held on Monday, January 26<sup>th</sup> at 4:30pm.

*If your understanding of the items in this meeting is different from the listed above, please do not hesitate to call.*

Author: Todd S. Willoughby / Melanie Hennigan

Attachments:

*Attendee Sign-In Sheet*

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