

# Crozet Library Steering Committee Meeting Minutes

The first meeting of the Crozet Library Steering Committee was called to order by Mr. Letteri at 5:45 P. M. on July 1, 2008 at the Old Trail Clubhouse in Crozet, VA.

## The following Committee Members were in attendance:

|                  |                                  |              |                         |
|------------------|----------------------------------|--------------|-------------------------|
| Brian Elliott    | Albemarle County                 | 434.296.5841 | bellriott@albemarle.org |
| Pamela Grammer   | Citizen                          |              | shosin@ntelos.net       |
| John Halliday    | Jefferson Madison Reg. Library   | 434.979.7151 | halliday@jmrl.org       |
| Russell Lafferty | Downtown Business Association    | 434.823.2886 | mlafferty@earthlink.net |
| Bill Letteri     | Albemarle County                 | 434.872.4501 | bletter@albemarle.org   |
| Thomas Loach     | Albemarle County                 | 434.823.0264 | tloach@albemarle.org    |
| Ann Mallek       | Albemarle County                 | 434.977.9666 | amallek@albemarle.org   |
| Wendy Saz        | Jefferson Madison Reg. Library   | 434.823.4050 | wsaz@jmrl.org           |
| William Schrader | Crozet Library Fundraising Comm. | 434.823.8420 | lvbro@embargmail.com    |
| Charlotte Self   | PVCC Director of Circulation     | 434.293.9236 | cself@pvcc.edu          |
| Terry Tereskerz  | Crozet Comm. Advisory Council    | 434.977.7977 | ttereskerz@bttlaw.com   |
| Sally Thomas     | Albemarle County                 | 434.295.1819 | stthomas@albemarle.org  |
| Tim Tolson       | Jefferson Madison Reg. Library   | 434.243.6592 | tftolson@yahoo.com      |
| Virginia Wayland | Crozet Community Association     |              | vpwayland@hotmail.com   |

## Others in attendance:

|                      |                           |              |                            |
|----------------------|---------------------------|--------------|----------------------------|
| Melanie Hennigan     | Grimm + Parker Architects | 301.523.0007 | mhennigan@gparch.com       |
| Todd Willoughby      | Grimm + Parker Architects | 703.903.9100 | twilloughby@gparch.com     |
| Jim Boyd             | Heyward Boyd Architects   |              |                            |
| Ron Lilley           | Albemarle County          |              | rlilley@albemarle.org      |
| Lee Catlin           | Albemarle County          | 434.296.5841 | lcatlin@albemarle.org      |
| Jack Kelsey          | Albemarle County          |              | jkelsey@albemarle.org      |
| Rebecca Ragsdale     | Albemarle County          |              | rragsdale@albemarle.org    |
| Gregor Patsch        | Albemarle County          |              | gpatsch@albemarle.org      |
| Jeff Rogers          | Albemarle County          |              | jrogers@albemarle.org      |
| Bill Fritz           | Albemarle County          |              | bfritz@albemarle.org       |
| Margaret Maliszewski | Albemarle County          |              | mmaliszewski@albemarle.org |
| Barbara Westbrook    | Citizen                   |              | westbrook42@yahoo.com      |
| Nina Brackett        | Albemarle County          | 434.872.4501 | nbrackett@albemarle.org    |

Mr. Letteri began the meeting by welcoming and thanking everyone for their attendance and for being a part of the committee. The committee members briefly introduced themselves and Albemarle County employees in attendance were recognized.

Following a quick review of the agenda, the following topics were presented:

Committee Charge – This committee is the primary group of individuals to make decisions and share ideas regarding the program that will be presented to the board and the architectural context of how the library will look inside and out. It is their responsibility to consider the schematics of the design, yet ensure the library is within budget. The full Committee Charge is located in the binder under the Committee Tab.

Background Information – The Downtown Crozet Master Plan was approved in 2004 by the Board of Supervisors (BOS). Property acquisitions took place in 2006. Most recently, the BOS approved an expansion to 20,000 sq. ft. library.

- Ms. Ragsdale discussed the recent rezoning of downtown Crozet, including the future library, as outlined in the Crozet Master Plan. The rezoning will regulate where the building is situated in relation to sidewalks, parking areas, landscaping, etc.
- Mr. Kelsey discussed the Crozet Streetscape project. Phase 1 was completed last summer. Phase 2 design will be completed this fall and construction is expected to begin in spring of 2009.

Project Schedule – The schedule for the project was discussed and is estimated to follow this timeline:

- Schematic Design Phase – 6 months (July 08 – December 08)
- Construction Document Phase – 1 year (January 09 – December 09)
- Bidding/Negotiation – 2-3 months Winter/Spring 2010
- Construction – Begin Spring 2010
- Completion – Estimated Spring/Summer 2011

Public Participation/Communication

- Ms. Catlin discussed the public's interest in and passion for the Crozet Library project, as well as our need to have an ongoing conversation that will provide them with information. The goal is to have a plan that is flexible, collaborative, engaging, and informative. We look to the members of the committee for ideas and suggestions on different ways to reach out, and provide feedback on the effectiveness of our communications.

Project Opportunities

- Melanie Hennigan, architect from Grimm + Parker, spoke regarding the opportunities of the project. She explained that this is the beginning of a collaborative design process and posed the question, "What would make this project a success for you, the community, or a loved one?" The individuals in the group cited the following:

- a) *Connection between people who work in the library and the people who come there.*
- b) *Gathering place for teens.*
- c) *Developing a sense of community identity.*
- d) *Bringing downtown back to life.*
- e) *Most important building constructed in downtown for some time. Create a focal point, destination with inviting interior spaces.*
- f) *Bring the outdoor in to help establish Crozet identity.*
- g) *Appeal to multi-generational Users, grandparents, kids, teens.*
- h) *A destination that brings people from outside the town of Crozet, regional draw.*
- i) *Kids and teens being pleased with what their Government has provided for them, sustainable features.*
- j) *Quite meeting spaces, cell phone free!*
- k) *Capture view-shed to the mountains.*
- l) *Current library has a popular train window. Can trains still be seen from the library?*
- m) *Provide public meeting spaces in downtown Crozet. Social center, cultural center, lifelong learning center.*
- n) *Not a typical library.*
- o) *Reflect the heritage of Crozet, past tradition, sense of identity.*
- p) *Library needs to meet all the State standards and regulations.*
- q) *Have kids grow up saying they had excellent libraries.*
- r) *Public feels it is their building.*
- s) *Accessible to all ages.*
- t) *Feeling of a shared place, encouraging freedom of speech and assembly.*
- u) *Provide an incredible opportunity for all income levels.*
- v) *Great place for both public and staff.*
- w) *This is my library.*

- x) *Building should have a sense of permanence.*
- y) *This is my library.*
- z) *A 21st century library that will set a new standard for Virginia.*
- aa) *Encourage diversity; people of all types are invited from all areas.*
- bb) *Needs to serve all of western Albemarle County.*
- cc) *Needs to fit downtown in character, while still being a modern library (no challenge).*
- dd) *A sense of permanence.*
- ee) *Draw teens back to the library (conduct teen focus group).*
- ff) *Exposed construction so people can understand the workings of buildings.*
- gg) *Have a display area for heritage.*
- hh) *Activities to draw young kids and families.*
- ii) *Provide a space that will support a variety of functions, poetry, music, jugglers, dance...etc.*
- jj) *Smooth running project. First project in new downtown Crozet zoning district. Pass through ARB first time through.*
- kk) *Want public to see a great, friendly, helpful staff.*
- ll) *Provide adequate parking. Current downtown parking is lacking.*
- mm) *Village concept.*
- nn) *Encourage walking and biking to site. Provide bike rack for bike parking spaces.*
- oo) *Promote Green building design.*
- pp) *Reflect Crozet's character of cozy, intimate place.*
- qq) *Design parking lot with landscaping to minimize open parking lot feel.*

Future Meetings – It was discussed and decided upon that we will have committee meetings on a monthly basis beginning on July 28<sup>th</sup>, 2008 from 5:30 to 7:30 P. M.

The meeting adjourned at 7:25 P. M.

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