



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved MADISON PUBLIC LIBRARY BOARD

Tuesday, June 29, 2010

12:30 PM

Madison Public Library
201 W. Mifflin St. Rm. 202

1. CALL TO ORDER / ROLL CALL

Present: 5 -
Barbara J. Karlen; Larry Palm; Allen A. Arntsen; Ann L. Falconer and
Theodore C. Widder, III

Absent: 1 -
David L. Wallner

Excused: 3 -
Gregory Markle; Maya Cole and Tracy K. Kuczenski

Also Present: Dimick, Sawyer, Benno, Murphy, Lee, Roughen, Froistad,
Navarre Saaf

2. BRANCH SITING CRITERIA DISCUSSION

[18942](#)

Potential Madison Public Library Criteria and Recommended Guidelines for
New Branch Selection (June 2010)

Staff has made proposed changes to the current Branch Siting Criteria. The "Type of Structure" section is all new. It lists a stand-alone structure as being the most desirable. There was discussion as to why this would be better than a mixed-use structure. Common area charges are the primary difference and how they are determined. The library is not in control of those charges. A large portion of common area maintenance charges comes from parking. It was noted that Monroe Street and Central don't have those issues because they are stand-alone buildings with no parking. A new stand-alone branch would probably require parking unless a ramp was located nearby, the advantage being not having to negotiate with a condominium association.

ROLL CALL

Wallner arrived at 1:40 p.m.

Present: 6 -
Barbara J. Karlen; Larry Palm; Allen A. Arntsen; Ann L. Falconer; David L.
Wallner and Theodore C. Widder, III

Excused: 3 -
Gregory Markle; Maya Cole and Tracy K. Kuczenski

In a co-location situation with multiple businesses parking spaces may be reduced.

Parking is not free in a co-location. At Sequoya, for instance, the library has to pay 50% of the reserve fund which was \$5,000 this year. The library has 25% of the condo association vote so when decisions are made we pretty much have to go along with the developer.

The basic difference between the stand-alone and condo/mixed-use facility is how good the terms can be negotiated. The mixed-use may provide better land use, traffic, synergy and lower parking requirements.

It was suggested that the language reflect that mixed use is acceptable and may be even preferable if we can negotiate the most favorable arrangement possible as if it were a stand-alone structure. A bullet pointed list of the items the library need to have approval rights over (maintenance fees, parking, mechanical systems) is to be provided to Real Estate (or whoever is negotiating the contract). This will give the library control over the ever raising costs.

ROLL CALL

Kuczneski arrived at 12:58 p.m.

Present: 7 -

Barbara J. Karlen; Larry Palm; Allen A. Arntsen; Tracy K. Kuczneski; Ann L. Falconer; David L. Wallner and Theodore C. Widder, III

Excused: 2 -

Gregory Markle and Maya Cole

The "Overview" section was changed as follows:

" Future branch libraries will be sited to provide a positive contribution to the immediate and surrounding neighborhoods, be compatible with existing land uses, and become a destination for the larger regional areas. The location will be appealing and convenient to a majority of the people in the targeted service area, and with the environment surrounding the future library. The new site location will be consistent with neighborhood and City plans for the area. Co-location and joint use opportunities with other public or non-profit agencies or private enterprises or developments will be considered, as will donations of land for a new branch library, providing the site meets the criteria herein stated.

At the time of actual construction, a new MPL branch library should have a minimum of 10,000 people in the immediate service area and an estimated service area population of 20,000 within 10 years of opening. Any new branch site will generally be located no closer than two miles from another MPL branch or area public library unless the site and the area to be served has unusual local traffic patterns, density, or other unique circumstances."

The following changes were suggested to the "Site Criteria" section:

- Use the term "service area" to replace "targeted community" and "defined service area"
- "The site should be highly visible" - Delete the remainder of that sentence
- Substitute "Where possible one public entrance is preferred" for the bolded text.
- Include the words "existing or proposed" before transit routes in first sentence

"Capacity of Site" section was changed also:

- Change projected facility size to a "minimum of 15,000 square feet"
- Include language to specify why single story is preferred "because it is cheaper to build and operate"
- Change the last bolded sentence to read "the site must also have access to buried fiber optic cables and other appropriate infrastructure that MPL may connect with at a reasonable price."

The changes proposed will be incorporated into the criteria and be brought back to the August Board meeting for Board approval. Specific sites for a new northeast side branch library will be on the September agenda as well.

[18943](#)

2009 Facilities Operating Expenditures by Library Agency

Facilities operating costs were discussed. It was noted that Sequoya janitorial cost is so much higher than other branches. This is because it is open seven days a week and is a much larger space. Pinney's rental charges are twice as high as other branches. This illustrates why branch ownership is desirable.

3. ADJOURNMENT

Arntsen moved, seconded by Palm to adjourn at 1:40 p.m.