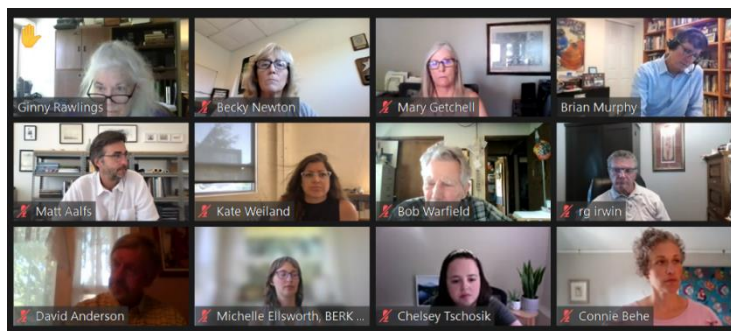


Advisory Committee Meeting 2 Summary

August 12, 2022

Meeting Details

August 12th | 2 – 4 pm | Zoom



Objectives

The objectives of this Advisory Committee meeting were to:

- Share updates about the temporary Downtown Library and ongoing community engagement.
- Report on public comment received to date.
- Respond to questions raised in the previous CAC meeting.
- Gain CAC feedback on a Draft Evaluative Framework and Decision-Making Process.
- Share additional context on the built environment and what a new library space could look like.

Attendance

Advisory Committee

David Anderson
Amelia Escobedo
Bob Estrada
Ron Irwin
Lianna Olds
Darwin Peters II
Ginny Rawlings
Timothy Rhee
Chelsey Tschosik
Bob Warfield

City of Lakewood

Becky Newton, Economic Development Manager

Pierce County Library System (PCLS)

Connie Behe, Deputy Director of Public Services
Mary Getchell, Marketing and Communications
Director

Consultants

Kate Weiland, BUILDINGWORK
Matt Aalfs, BUILDINGWORK
Michelle Ellsworth, BERK Consulting
Rebecca Fornaby, BERK Consulting
Brian Murphy, BERK Consulting

Agenda

- **Item 1: Meeting Purpose, Agenda, and Updates**
 - Downtown Library Update
 - Community Engagement Update
 - Follow-up to Previous Meeting Action Items
 - Summary of Recent Public Input
- **Item 2: Discussion of Committee Charge, Evaluative Framework and Decision-Making Process**
- **Item 3: Additional Context**
 - Built Environment
 - Public Libraries: 21st Century Design and Access
 - BUILDINGWORK Presentation: Library Spaces
- **Item 4: Next Steps**

Discussion Summary

Following each presentation summary below are bulleted comments and questions from Committee members. Where applicable, responses to each question are included in italics.

The [presentation](#) from this meeting can be found on the [project website](#) under "Project Documents."

Item 1: Meeting Purpose, Agenda, and Updates

Downtown Library Update

Pierce County Library System (PCLS) Marketing and Communications Director Mary Getchell provided an update on the interim location for the Lakewood Library. The PCLS Board of Trustees authorized the Library System to enter negotiations for a lease for a space that will serve Lakewood residents. Mary will provide more information as the lease is signed.

Comments / Questions:

- What are the criteria for that interim space?
 - *Response:* Those specific criteria will be shared as PCLS confirms the lease, which is actively being negotiated. When PCLS is in a position of a signed lease location, it will be sharing size specifics and information about plans for the space.
- Are the collections from the Lakewood Library accessible by the in the community or are they in storage?
 - *Response:* PCLS is currently recommending individuals visit University Place, Tillicum, and Steilacoom locations. Collections will be moved to the interim space once that is secured. PCLS

has been hosting summer reading events outside the library. In the fall, PCLS will start pop-up libraries with books, movies, other materials that people can check out. Stay tuned for more details related to locations, dates, and available items.

- How long is the lease for the interim space?
 - *Response:* Duration is a detail currently in negotiation within the lease. As a reminder, the Committee's charge is focused on long-term solutions. But PCLS will provide updates on short-term solutions.

Community Engagement Update

Rebecca Fornaby from BERK Consulting provided an update on community engagement. The online PCLS [survey](#) has more than 1,300 responses and will close on August 19th. She asked Committee members to promote the survey within their networks (<https://www.surveymonkey.com/r/LakewoodLibraries22>).

PCLS, the City of Lakewood, and BERK have conducted in-person engagement, including tabling at SummerFEST and the Lakewood Farmer's Market. BERK will also be conducting interviews with key stakeholders to hear more detailed feedback about community needs related to the libraries. BERK will summarize the engagement results and present findings in the third meeting.

Comments / Questions:

- How will the survey data be used?
 - *Response:* The project team will share the survey findings with the Committee to inform the evaluative process. The first question in the Evaluative Framework is to determine if the long-term solution meets the needs and interests of the community. We will compare responses in the current survey to what we heard in similar outreach in 2019 to identify how community sentiments have changed.
- Who are the stakeholders selected for the interviews? What are the criteria for deciding who the stakeholders are?
 - *Response:* Planned stakeholder engagement builds on the robust engagement effort conducted in 2019. The [2019 Lakewood Library Engagement](#) included stakeholder touchpoints, all of whom are included in the 2022 engagement to varying degrees. PCLS and the City reviewed the list to identify a representative set of stakeholders to interview. BERK is still confirming the organizations that are participating in stakeholder interviews.
- Would it be helpful for me to send them the survey and/or host an in-person opportunity for them to engage at a physical location, like a community center?
 - *Response:* Please spread the word about the survey and promote it within your network. The survey is closing on August 19 to ensure we can conduct survey analysis and bring the results of community input to the third meeting. Regarding the in-person community gathering, there has been reticence to attend in-person events due to the pandemic. Committee members may want to consider an in-person meeting if they would like.

Follow-up to Previous Meeting Action Items

Brian Murphy from BERK followed up on items from the previous meeting, including coordination of a Tillicum Library tour. Specific details on these items are included in the [presentation slide deck](#).

Comments / Questions

- During the Tillicum Library tour, can we also look at the property that the City purchased in Tillicum for the library?
 - *Response:* Absolutely. We will add that to the tour itinerary.
- Please share the race demographics of who uses the Tillicum and Lakewood Libraries.
 - *Response:* Libraries traditionally do not gather demographic details on cardholders. BERK can provide general demographic profiles of the Downtown Lakewood and Tillicum communities by pulling GIS data related to neighborhood designations.

Summary of Recent Public Input

Brian spoke on the formal process for public record and communications. He shared a [summary of public comment](#) received, which can be found under “Documents” on the [project website](#). He also summarized recent public comments received a day or so prior to the meeting, which will be included in an updated record of public comments. The public is encouraged to share comments and questions by emailing LakewoodCAC@pcls.us.

Public Comment Summary

- One community member is interested in having the meeting recorded going forward and allowing public comment at the meetings.
- A community member who has been using the library for almost 20 years hopes that there are plans to rebuild in the same location.
- Another community member would like longer hours at the Tillicum Library and the ability to buy books from the Friends of the Lakewood Library.
- A community member expressed a desire for PCLS to be tax efficient. They did not like the idea of taxing Lakewood residents to tear down and rebuild an existing building.
- Some community members suggested de-annexing Lakewood from the Pierce County Library System.
- Some community members spoke in favor of retaining the existing Lakewood Library and expressed affection for it. They miss the library and its services.

Item 2: Discussion of Committee Charge, Evaluative Framework and Decision-Making Process

Committee Charge

Brian shared a clarification of the Committee’s role, which can be found in the [slide deck](#) and within the [FAQ – PCLS City and Community Advisory Committee Roles](#) document on the project website. While discussing the Committee’s role, Mary from PCLS highlighted that the City of Lakewood and PCLS

convened the Advisory Committee to develop recommendations about how best to meet community desire for library services. The CAC's recommendations will go to both the City of Lakewood and the PCLS Board of Trustees, and the decision on next steps will be made by the Board of Trustees which is charged with governing the Library System.

Discussion: Evaluative Framework and the Decision-Making Process

Brian led a discussion with the Advisory Committee to share suggested Evaluative Framework to guide the Committee in its decision making. Those details can be found in the [presentation slide deck](#).

During the discussion, Brian asked each attending committee member if they approved of the drafted Evaluative Framework or if they had suggested changes. Overall, Committee members responded positively to the drafted framework.

Comments / Questions:

- When we talk about service suitability in regard to the Senior Center, are we referring to both locations or just the Lakewood Library location? What about the Senior Center in Tillicum, which is currently collocated?
 - *Response:* If the Tillicum library is renovated and the Senior Center continues to operate in the same location, it would be collocated. Regarding the Lakewood Library, the City's primary focus is on finding space for the library. A secondary piece is to look at efficiencies through programming and /or co-location between the Senior Center and Library. In the Evaluative Framework, we can broaden the "site suitability" question to identify services that could be collocated with the library and to consider the potential benefits and costs.
- Has the library talked to the senior centers in Lakewood and Tillicum? Has the library talked with Sea-Mar and the food bank at Tillicum?
 - *Response:* The engagement process includes talking to these stakeholders, which will be brought forward for consideration.
- If the Senior Center is collocated, will they contribute to the costs? Who pays for the Senior Center, and would some of those funds be available? This applies to renovations as well.
 - *Response:* The Senior Activity Center is provided by the City of Lakewood, so the City would take on that responsibility.
- Within "Service Suitability," it includes "Other Services," which can include a lot of other services. How can I stipulate with the rating key what other services might be excellent, good, or fair?
 - *Response:* We'll clarify that and refine it in our next discussion.
- It's important to focus on the library. We get too complicated when we start to focus on more because these other services have vastly different purposes. If we try to put them both together, it's a mishmash of suggestions that will be difficult to fulfill.
 - *Response:* Thank you for that feedback. Let's discuss this more in our next meeting.
- Please add criteria related to ongoing maintenance and sustainability. We need to be sure the Library System can maintain what is built.

- *Response:* We will include maintenance and sustainability costs in our estimates.
- Several Committee members asked for clarification about the potential inclusion of the Senior Center, with several voicing an opinion that library needs should be prioritized.
 - *Response:* We'll discuss the potential inclusion of the Senior Center in the next meeting.

Item 3: Additional Context

Zoning and Parking Requirements

Becky Newton presented on zoning and parking requirements as outlined by the City of Lakewood. Her slides are included in the [presentation slide deck](#).

Committee Member Suggestion: Seely Lake City Campus

Committee Member Bob Warfield presented [Seely Lake City Campus](#) as a possible location option for the Downtown library. The total property size is 50 acres, some of which may require mitigation. If the idea is of interest to the Committee, it will be included as part of the conversation when analyzing options.

Presentation: Public Libraries: 21st Century Design and Access

PCLS Deputy Director of Public Services Connie Behe presented on how libraries are designed in the 21st Century. The presentation is included in the [overall meeting slide deck](#). It focused on equitable access to information and services; human-centered design to serve every body in the community; accessibility design in all facets of the library; and how design and trends affect the overall spaces, technology, programs, and partnerships within a library.

Presentation: BUILDINGWORK: Library as Place – Contemporary Trends in Public Library Design

BUILDINGWORK Principal Matt Aalfs, AIA, and Associate Principal Kate Weiland, AIA presented on themes in contemporary design. BUILDINGWORK is an on-call architecture firm to support PCLS, with expertise in new library construction and renovation. BUILDINGWORK previously conducted the [2021 Condition Assessment Report for Lakewood Library and Tillicum Library](#).

The presentation highlighted previous examples BUILDINGWORK has completed to illustrate contemporary library design. The presentation slides are included in the [meeting slide deck](#).

Comments / Questions

- What would you consider an optional size for Lakewood Library?
 - *Response:* That is a great item for our next meeting. We will think about ranges for appropriate square footage needs, parking, and site requirements.

Item 4: Next Steps

The project team will follow up to gauge the Committee's interest in a Tillicum Library tour, revise the Evaluation Framework based on feedback received today, provide additional clarity and discussion related to the Senior Center and other services, and provide a summary of the community engagement. All relevant materials will be posted and updated on the [project website](#).

BERK will follow up to schedule the upcoming three meetings. The next Advisory Work Group meeting will be in mid-September. It will focus on a presentation of findings from the community input and financial scenarios analysis.

Comments / Questions

- When scheduling upcoming meetings, please try to include different dates as well as different times.
 - *Response:* In scheduling, we are working to accommodate presenters' schedules as well, which may limit the options available. We will follow up and work to schedule all meetings so we can maintain momentum.
- Thank you for posting the various documents on the project website. It was a bit hard to find but the information was valuable!
- A request was made to include public comment within each CAC meeting.
 - *Response:* Thank you for that feedback. We are trying to balance expediency with careful time and consideration for the committee and the community. We will ask the Committee for input on the best ways to hear from the public at the next meeting.

The meeting ended at approximately 4:02pm.