

**Minutes of the Special Meeting
Board of Library Trustees
Village of Northbrook
January 11, 2007**

Trustees Present: Ms. Susan Conat, Mr. Carlos Früm, Mr. Marc Lonoff, Ms. Vera Mayer, Mr. Howard Peltz, Ms. Kathryn Plumb

Trustees Absent: Ms. Miriam Imrem

Staff Present: Mr. Chadwick Raymond, Mr. Steve Gianni

Others Present: Mr. Richard Thompson, Space Consultant

Lonn Frye provided introductory remarks, citing the current work as an extension of the first project. He referred to their research regarding soil, engineering, acoustics, and HVAC.

Lonn referenced the multiple drafts under consideration. He recognized the associated features, challenges, and creative options. He focused on the “romance” of design C and cited the need to retain the intimacy and functionality of the current auditorium. Trustees and staff sustained the importance of perpetuating the inviting character of the existing auditorium space.

Lonn proceeded to highlight the features of design C while identifying how it relates to the Building Program Specifications. He also suggested options and encouraged input from the trustees. The ensuing considerations yielded the following suggestions for the next draft.

1. Refine scheme "C"
2. Find a new place to put the two stand-alone toilets
3. Move the café to the east lobby/ensure a traffic area for the Gift Shop
4. Review the lift/bi-level scenario in the piano storage area
5. Show the "tunnel" between the Green Room and piano storage
6. Expand the green room and reduce the Civic Room
7. Lonn: add hand-wash sink in Green Room toilet compartment
8. Steve: projection screen aspect ratio - 1 to 2.66 or mark L: 3 to 8
9. Don't lose track of high-performance sound insulation/isolation
10. Lonn: consider some sort of exterior sign (and possible architectural feature) highlighting the activities inside the remodeled, south elevation of the library
11. Lonn: consider natural light in the performance space

12. Chad: a divided Pollak Room should include a basic mini-kitchen in each area
13. Review Pollak Room storage options
14. John: maintain ADA access to stage/platform
15. Consider/review parking calculations
16. Look at filling in the space north of the fire stair tower
17. Scheme "C" , calculate total additional floor area compared with existing floor area
18. Steve: Fire Marshal allows a total of 263 people in the present Auditorium+Pollak+Civic rooms. Not necessarily the number used for parking calculations
19. Review existing parking agreement
20. John: grade elevations are challenging with the proposed East Vestibule
21. Scheme "C" only impacts two of the existing structural caissons
22. Provide space for caterer set-up near stage/platform and provide access for caterer
23. FGM Arch will provide a proposal to Chad for completion of revised Scheme "C" based on notes and the board minutes

The Trustees scheduled Thursday, January 25, 6:00 p.m. as their next meeting time to review drawings with the aforementioned changes.

Chadwick Raymond