

Meeting Minutes
Cedar Rapids Public Library
Board of Trustees – Special Meeting
September 8, 2022

Board members in attendance: [President] Clint Twedt-Ball, Jade Hart, Jeremy Elges, Elisabeth Hepworth, and Susie McDermott (all in person); [Vice President] Monica Challenger, Rafael Jacobo, Chris Casey and Hassan Selim (via Zoom)

Staff in attendance: Dara Schmidt, Amber McNamara, and Jessica Musil (in person)

Others: Charity Tyler, Executive Director, and Megan Saylor, Board of Directors, Cedar Rapids Public Library Foundation (in person)

- A. Call to Order
 - Mr. Twedt-Ball called the meeting to order at 4 pm.
- B. Westside Project Committee – Jade Hart, Committee Chair
 - Discussion of Architect Presentations.
 - On September 7, the trustees and staff heard presentations from the two architect firms: OPN Architects and Form Function Studio. The presentations were in response to a request for proposal (RFP) to design, bid, and build a new permanent westside library. Members ranked the presentations based on a scope and scoring sheet. The City's Purchasing Department assisted in the process.
 - Ms. Hart noted that the committee felt the two firms were highly qualified and would serve our library and community well. It was a very tough decision, though in the end, the price difference in the two contracts was significant. Based on results from the scoring, the committee recommends initiating contract negotiations with OPN Architects.
 - A general discussion was held by trustees. Highlights are noted.
 - Mr. Elges wanted clarification that scoring had been completed. Yes, it was completed with Purchasing's guidance and sent back to Purchasing before the board meeting. The scoring was done solely on the presentations.
 - Ms. McDermott noted that she felt comfortable with either organization as they were wonderful.
 - Ms. Casey asked if OPN Architects were involved in the downtown library project. Yes, OPN was the downtown library's architect. Ms. Casey felt they did a great job.
 - Ms. Hepworth is also comfortable with the decision. She is confident in the recommendation and thanked Ms. Hart and the committee for their thoughtfulness.
 - Mr. Jacobo previously worked with OPN as a school board member. He looks forward to working with them again. He felt they will do well with the Westside project as they worked with a diverse student population for the school district's projects.
 - **Action:** Westside Project Architect Selection
The motion to select OPN Architects for the Westside Project passed unanimously.
- C. Adjournment
 - There being no further business, the meeting adjourned at 4:10 pm.

The next Board of Trustees meeting will be held on Thursday, October 6, 2022, at 4 pm in the Conference Room, Downtown Library