



**VILLAGE COUNCIL
MINUTES FOR SPECIAL MEETING OF JANUARY 19, 2021
ASSEMBLY HALL
395 MAGNOLIA ROAD
PINEHURST, NORTH CAROLINA**

The Pinehurst Village Council held a remote special meeting at 1:30 p.m., Tuesday, January 19, 2021 in Assembly Hall at Village Hall, 395 Magnolia Road, Pinehurst, North Carolina and via the electronic meeting platform ZOOM. The meeting was streamed in real time on the Village's website.

The following were in attendance in Assembly Hall:

Mr. John C. Strickland, Mayor
Ms. Beth Dunn, Village Clerk

The following were in remote attendance:

Ms. Judy Davis, Mayor Pro Tem
Ms. Lydia Boesch, Councilmember
Mr. Kevin Drum, Councilmember
Ms. Jane Hogeman, Councilmember
Mr. Jeffrey Sanborn, Village Manager

And approximately 3 attendees, including 3 staff.

1. Call to Order.

Mayor John Strickland, called the Council special meeting to order.

2. Discuss Library Needs Assessment.

Natalie Hawkins, Assistant Village Manager, explained the objective of today's meeting is to have an understanding of the basis of the need for square footage in a library that will meet the needs of residents. Ms. Hawkins reviewed a summary of the recommended ranges of square feet (sf) needed to address the library needs of Pinehurst residents that were expressed throughout the Library Needs Assessment and especially in the ETC Library Services Survey conducted in June 2020. The overall recommendation would be a library a size of 10,000 – 12,000 sf.

Ms. Hawkins explained that the recommendation is to expand the current collection of 15,000 titles to 30,000 titles, which would consume somewhere between 4,250 and 5,600 (sf). This would result in 1.8 books per capita, which is lower than benchmark comparisons and also more sf than the entire amount of space utilized by the library in their current building. Ms. Hawkins explained that in NC, municipal libraries have on average 3.0 books per capita. Pinehurst's population of 17,100 residents, would suggest a collection of 51,300 titles may be needed. In comparison, the Town of Southern Pines Library, that serves a population of approximately 14,000 residents, has a collection of 65,785 titles, or over 4.0 books per capita. Councilmember Hogeman stated that the Given Memorial Library now has access to digital state resources as they are now part of the Public Library System. Ms. Hawkins noted that was true but other municipal libraries also have access to digital resources.

Ms. Hawkins stated that currently there is 525 sf of children's program space, which includes the book collections as well. The recommendation would be to expand the program space to 700 to 800 sf. In 2019, the Given Memorial Library offered 5.4 children's programs per month. This is significantly less than the 14.8 children's programs offered per month in the nearby Town of Southern Pines, which serves a smaller population. Ms. Hawkins stated that the Given Memorial Library has only one public computer for residents to access. The recommendation is to expand the number of computers for the public to access to somewhere between two and four computers, with access to print, copy, & scan services. Four public computers would equate to

1.17 computers per 5,000 residents, which is still well below benchmark comparisons. Two to four public computers and printer/scanner/copier space would be approximately 190 to 340 sf of space. Ms. Hawkins noted that in NC, municipal libraries provide 9.7 computers for every 5,000 residents.

Book clubs, discussion groups, and adult programs are currently held in approximately 575 sf of space at the library. The recommendation would be to expand the amount of space for adult programming to up to 1,000 sf. This space should be flexible to meet the different needs of adult & teen groups and clubs. Ms. Hawkins noted that 60% of residents in two younger demographics indicated expansion is extremely or very needed.

Ms. Hawkins explained that libraries must also contain general space for administrative office, storage, restrooms, and mechanical space, which must also be incorporated into the overall space needs. The amount of general circulation space is calculated as 20% to 30% of total building square feet, depending on the layout of the building. Ms. Hawkins stated that using the square footage ranges previously recommended, the total amount of general circulation space would range from 1,700 – 3,400 square feet. Council discussed varying situations that would play a factor into the general circulation space.

Ms. Hawkins explained there are three other key spaces commonly found in libraries that some segments of respondents to the ETC survey indicated a demand for. Those recommendations would be to add three additional dedicated spaces: flexible space to house adult & teen programs at 300 – 700 sf, 6-8 person conference room at 150 – 200 sf, and an individual study or quiet space at 600 – 800 sf. Ms. Hawkins reviewed the current layout of the Given Memorial Library and Tufts Archives.

Councilmember Hogeman asked what determines the number of library staff that will be needed. Ms. Hawkins explained the recommendation is that there is a librarian and supporting staff, which could be driven by the size of the building, operating hours, and programming. Councilmember Hogeman asked what the sf number of shared space is for the archives and library, such as offices and restrooms. Ms. Hawkins stated the shared space is currently 750 sf.

3. Motion to Recess the Special Meeting and Enter Closed Session.

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Boesch, Council unanimously approved to recess the special meeting and enter into a closed session pursuant to NCGS §143-318.11(a)(5)(i) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease, by a vote of 5-0.

4. Closed Session.

Council held a closed session to discuss the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

5. Motion to adjourn the Closed Session and Re-enter the Special Meeting.

Upon a motion by Councilmember Boesch, seconded by Councilmember Drum, Council unanimously to adjourn the closed session and re-enter the special meeting, by a vote of 5-0.

6. Motion to Adjourn

Upon a motion by Mayor Pro Tem Davis, seconded by Councilmember Boesch, Council unanimously approved to adjourn the special meeting, by a vote of 5-0, at 5:00 p.m.

Respectfully Submitted,



Beth Dunn,
Village Clerk

A videotape of this meeting is located on the Village website: www.vopnc.org

Vision: The Village of Pinehurst is a charming, vibrant community which reflects our rich history and traditions.

Mission: Promote, enhance, and sustain the quality of life for residents, businesses, and visitors.

Values: Service, Initiative, Teamwork, and Improvement