

Meeting Minutes

Multnomah County Library Bond Oversight Committee
October 28, 2024
4:00 - 6:00 pm | Virtual meeting

Committee Members Present

Ana Brophy, Jason Green, Jeffrey Scherer, Kourtney Strong, Maralea Lutino, Nicole Pexton, Randall Edwards, and Rosie McGown were present. Sophia Suhu was not available.

Staff Present

Annie Lewis, Interim Library Director; Kate Vance, PMO Deputy Director-DCA; Katie O'Dell, PMO Deputy Director-Library; Maddelyn High, Library Director's Assistant / Committee Staff Support; Mike Day, Bond Program Management Office (PMO) Director; and Tracey Massey, Director, Multnomah County Department of County Assets (DCA).

Welcome

Maddelyn High welcomed attendees, and DCA Director Tracey Massey shared a land acknowledgement and reviewed the meeting agenda.

Public Comment

Public comment was requested for submission via email ahead of the meeting. No known emails came in for public comment, and no members of the public were in attendance.

Committee Business

Minutes for the July 29, 2024 meeting were approved with no edits.

Annie Lewis (she/her), recently appointed as permanent Library Director, was welcomed by Committee Chair Randall Edwards. Committee liaison Maddelyn High shared membership updates, including the end of leadership terms for Edwards and Jeffrey Scherer, and the expiration of first terms for several committee members. Scherer, Jason Green, Kourtney Strong, and Sophia Suhu will roll off of the committee at the end of this year (and stay connected through the release of the committee's second annual report). Ana Brophy, Nicole Pexton, and Edwards will renew their terms. The committee will need to recruit a few more members in 2026.

High reviewed the proposed meeting schedule for 2025, and committee members determined that they would like to meet again in December or early January to finalize the annual report, which is slated to be shared with the Board of County Commissioners on January 28, 2025. A date will be chosen via meeting poll.

Bond Implementation Update

Mike Day and Kate Vance shared updates on bond progress. Project sequencing hasn't changed, and Day shared budget updates since the last quarter, including contingency approved for St.

Johns Library (from interest income) and new income received from interest and energy trust credits. Day also shared that the [sale of Gresham Library](#) has been publicly announced.

Day recapped Regional Workforce Equity Agreement (RWEA) goals, noting that bond staff continue to have meetings with internal and external teams and community partners to assess progress. In response to a question, Day explained how any compliance issues are recorded/reported, flagged, and resolved through a defined resolution process. Day also shared updated metrics on construction workforce engagement goals – overall, RWEA goals are being exceeded at the portfolio level. One area contractor partners continue to struggle with is journey-level women engagement — Day noted that partners continue to discuss this in terms of how to build the pipeline from apprentice to journey with women in the trades. COBID utilization for professional services is also meeting or exceeding goals. Conversation ensued about building capacity, and achieving maximum distribution, beyond just meeting goal percentages.

Katie O'Dell, PMO Deputy Director-Library, shared recent community engagement highlights, including art workshops at the St. Johns Art Walk and Belmont Street Fair, which will inspire new building art. O'Dell noted that Community Design Advocates for St. Johns and Belmont have now wrapped up their work. In response to a question about capturing all of the bond team's extensive community engagement work, O'Dell shared each project results in a thorough community engagement report, and Community Engagement Strategist Suzanne Chou tracks stats and stories and influences on design decisions.

PMO Deputy Director-DCA Kate Vance shared an updated bond program map that shows all completed projects. At time time, all projects are essentially in the last construction phase (construction administration, during which building is in process). Vance reminded that the linked appendix has full project info, and shared project highlights about Belmont and Midland libraries. A groundbreaking celebration for *Belmont Library* (renovation/addition) was held on October 9, and the GMP will be finalized shortly. Vance shared photos from the celebration, as well as draft furniture plans. There are no current budget changes for Belmont.

Midland Library (renovation/expansion) is open as of late October, with a recent ribbon cutting event on October 26 and a weekend of opening events hosting hundreds of attendees. Vance shared a summary of all the new features at Midland Library, and Lewis encouraged committee members to visit in person. Photos of the completed space were shared.

Day shared that, in terms of risk monitoring and mitigation, marketing conditions and escalation are less of concern than when identified early on in the bond program. Almost all projects are now through the GMP process. The team is still navigating some supply chain trigger points (like for switchgears and elevators), and the team works to get out ahead of this with early engagement and procurement. City staff capacity for inspections is another pinch point.

Annual Report Worksession

High transitioned focus to the committee's second annual report, sharing a timeline and reminder of group/individual section assignments. Committee members discussed some high level themes for inclusion in the report, including:

- Lessons learned
- Summary of pandemic impacts
- Messaging that, while the last report was focused on pandemic impacts and response, this year we're getting to GMP and realizing savings, and in a more stable market. Overall, risk has gone down.
- Highlighting the milestones we've achieved at the halfway point
- Community connections / inclusive collaboration / high level of engagement
- Highlighting art engagement process with RACC

High will follow up to recap report deadlines and assignments via email.

Action Items + Closing

The meeting adjourned at 6:06 pm.