



**LIBRARY BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
9/8/2021**

A special meeting of the Board of Trustees of the Meridian Library District was held Wednesday, September 8th, 2021 at 6:00 p.m. The meeting was held at the main library building located at 1326 W. Cherry Lane in the large conference room and via Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/85835528007>

Or by phone: 1-253-215-8782

Webinar ID: 858 3552 8007

TRUSTEES PRESENT: Megan Larsen, Chair; Jeff Kohler, Vice-Chair; Christina Hirsch, Treasurer; Laura Knutson, Trustee; Tyler Ricks, Trustee ABSENT: None

LIBRARY STAFF PRESENT: Gretchen Caserotti, Library Director; Jeanie Gerwig, Finance Manager; Allison Maier, Communication Specialist

GUESTS: Michael Keith, Piper Sandler; Adam Christenson, Hawley Troxell Megan Larsen, Chair called the meeting to order at 6:00 p.m.

Agenda for the meeting follows:

1. **Discussion of South Branch Site Location & Guiding Principles** – Caserotti presented conceptual drawings of the Southside library on soon-to-be donated land. Brighton Corporation has offered to donate the land for the library in the Pinnacle development in South Meridian. Caserotti reviewed the preliminary design palette and guiding principles for the project with the Trustees, inviting their feedback. There is a communication plan in place for making the news public and inviting community input during the design process, to be launched in September. A preliminary timeline has been established with 8 months of design and 12 months of construction putting an anticipated opening in March 2023.
2. **Presentation and Discussion of Certificate of Participation Financing for South Branch;** Michael Keith, Piper Sandler and Adam Christenson, Hawley Troxell [ACTION ITEM] – Christenson provided an overview of the legal structure and process of Certificates of Participation financing options for public entities. Keith provided information about the financial strategies for MLD to consider (bank placements or market placements) and a snapshot of the current interest rates and financial markets. Trustees were provided with detailed information about the disclosure requirements and timeline. Kohler made a MOTION to authorize team to move forward with a COP market placement, seconded by Hirsch. All in favor, none opposed. MOTION carried.
3. **Bond Counsel Engagement Discussion** [ACTION ITEM] – Christenson described the letter of engagement and explained the conflict of interest disclosed within. Hawley Troxell

also represents the landlord for MLD's Orchard Park lease and thus is required to disclose the relationship. The developer has already agreed to sign the waiver of the conflict, the letter of engagement would be MLD also agreeing to waive the conflict. MOTION made by Knutson to approve the Annual Appropriation Lease Transaction for Meridian Library District; Conflict Disclosure and Consent Letter and authorize the Board Chair to sign, seconded by Ricks. All in favor, none opposed. MOTION carried.

4. **COVID Impact on Library Operations and Policies Discussion** [ACTION ITEM] – Given the late hour, this item is tabled and will be discussed at the Regular Meeting on the 15th.

The meeting was adjourned by the Chair at 7:59 p.m.

RESPECTFULLY SUBMITTED AND APPROVED

_____	_____	Gretchen
Caserotti, Library Director	Megan Larsen, Board Chair	