

### Community Reference Group Meeting Notes

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- Date:** Wednesday 7 November 2018
- Time:** 5.30pm for 6pm start until 7.30pm
- Venue:** The Cottage, Thomas Street Centre, 1 Thomas Street Nailsworth
- Chair:** Ben Footner (Manager Library Services)
- Note taker:** Liz Gunn (Community Development Officer)
- Attendees:** Caroline Ashmeade, Prue Blaikie, Ali Blake, Shaun Lyon, Frances McKenzie-Smith, Sharron Ward, Bob Barrett (proxy)
- Other Attendees:** Chris Newby (CLIC Project Lead), Merran Fyfe (Manager Arts, Gallery & Events)
- Apologies:** Deputy Mayor Mark Groote, Anna Graves, Reb Rowe, Sue Michael, Peter Lyndon (proxy), Kym Whittington, Tyler Gates, Vikki Rigney, Jess Tovar

#### 1. Welcome – (Ben Footner)

- Special welcome to Merran Fyfe who has recently commenced with Council as Manager Arts, Gallery & Events.

#### 2. Furniture – (Chris Newby)

- PowerPoint presentation by Chris
  - Not all furniture in CLIC will be new. Some furniture to be used “back of house” (ie, staff chairs, IT racks) will be reused.
  - New furniture will be purchased from SA companies where possible/appropriate
  - A variety of seats will be used throughout the library space (ie different heights, some with arms, some without, stools in children’s area, weatherproof in outdoor area)
    - CRG members expressed a concern that chairs which have legs that stick out further than the seat are a tripping hazard
    - Question: – Have you made any allowances for pregnant and breast feeding women (re chairs) – often have breastfeeding mothers at Rhyme Time?  
(Response: - there will be a variety of different chairs which will accommodate)
  - A variety of tables will be used throughout the library space, ranging in size from small coffee tables to large benches
  - New chairs and tables will be purchased for the Town Hall which will be easier to move and store.
    - Question: – How many chairs will there be in the main area of the Town Hall?  
(Response: - 120 chairs with the option to increase this number to 150)
    - Question: – Can the large Town Hall doors be closed during Rhyme Time?  
(Response: – Yes, doors can be closed with entry through library)
  - A pod will be located under the staircase to provide privacy for staff to talk to customers
  - Gallery walls – Movable partitions included to create window gallery
  - Furniture will fit in storage areas and be a lot more user friendly
  - Staff reference group are assisting with furniture selections for various areas throughout the building
  - Furniture selections have not yet been finalised or gone out to tender

### 3. Signage and Wayfinding – (Chris Newby)

- PowerPoint presentation by Chris
  - Signage will be simple and clean
    - Question: What's happening with the City of Prospect logo in the front foyer? *(Response: – We have support from the design team for the timber City of Prospect logo)*
  - Concern from CRG member that it may be confusing for people looking for the commercial business located in CLIC – *(Response: there will be additional signage adjacent the main stair to guide people)*
  - Comment from CRG members that we need to have information available to explain where the room names came from and what they mean (particularly for Kurna names)
  - Concern from CRG members that it may be difficult for people looking for the children's area in the library if it only has a Kurna name ( *Response: staff can assist with wayfinding*)
  - Question: - Have the issues of upskirting and balcony height which were raised at the last meeting been addressed? *(Response: Yes)*
  - Question: - Will flags be flown in front of CLIC *(Response: Yes, 4 flags will be flown in front of the Town Hall (Australian, South Australian, Aboriginal and Torres Strait Islander) and will be lit at night).*
  - Consultation occurred at the recent Prospect Spring Fair asking for feedback on if we should have a name for the new building.
    - A number of suggestions were made, including Kurna names and no name – simply a large number out the front
    - Hope to have a decision on this early next year

### 4. Progress Update – (Chris Newby)

- PowerPoint presentation by Chris showing images of progress
- 2019 Milestones: September – completion, October – operational, November – grand opening
- Budget: fixed budget of \$17.88 million; future cost efficiencies will be achieved by having all staff located on one site and only having to maintain one building
- Question: What is the potential to have to “revisit” things if we have new Council elected? *(Response: We haven't signed off on the furniture and joinery yet however the CEO has the power to make decisions for these items. Revisiting decisions already made will lead to increased project costs through design revisions).*

### 5. General Discussion – (All)

- New Parks Library has some furniture similar to what we may have so we'll try to organise a visit there for our next meeting.
- CRG members living on Vine Street provided positive feedback re the building site, saying it has been efficient and relatively quiet.
- After-hours access to the building by community members will be via a swipe card, not keys.
- Library shelving will all be on wheels and can be moved to ensure a comfortable thoroughfare through the building.
- CRG members commented that it is now noticeably hotter in Vine Street Plaza since the removal of the trees and requested that some form of shade be reintroduced there.

**Meeting closed at 7.30pm.**

**Next meeting to be held on Wednesday 5 December 2018 – Tour of the Parks Library**

(Meet at Prospect Library at 5.30pm to travel by bus to the Parks for tour 6pm – 7pm. Bus will return to Prospect Library by 7.30pm. End of Year drinks and nibbles in Cottage 7.30pm – 8pm.