

MINUTES
McMillan Memorial Library
Building and Grounds Committee
September 9, 2021

DRAFT

Subject to
Approval

Chairperson Machon called the meeting of the McMillan Memorial Library Building and Grounds Committee to order at 5:02p.m.

ROLL CALL ATTENDANCE:

Present in person: Douglas Machon, William Clendenning, Eric Montag, and Scott Kellogg.
Susan Feith, Kim Heniadis

Present via Zoom: Andrea Galvan, Ryan Austin

Administration: Andrew Barnett and Vicki Steiner

Others in attendance via Zoom: Eric Blowers or Engberg Anderson and Grant Diagel, Owners Rep.

Mr. Machon established that this was an open meeting conducted in person and via Zoom and appropriate public notice was given.

A motion to approve the Minutes from the August 18, 2021 Building and Grounds meeting was made by Mr. Clendenning, second by Mr. Kellogg. Motion Carried.

Owners Rep report. Mr. Diagel reported construction is going well, finishes going in. Changes below \$5,000 have been approved by Mr. Diagel and given to Findorff. Ceilings on lower level will be reported on by Mr. Barnett.

Grant will email the updated contingency log.

Ms. Feith asked about the skylight repairs. The roofing portion will be handled outside the construction budget. Quality Roofing will be here Friday along with a glass company. Flashing needs repair or replacement. Prior water damage was discussed.

Mr. Barnett talked about change items 21 & 22, lower level hallways ceiling and lights. Easiest and most efficient way to deal with this is to go through Findorff as they are already on site. These repairs would be paid for through the Operations fund.

A motion to recommend approval of change orders 21 & 22 to be presented to the Board was made by Mr. Clendenning, second by Mr. Montag. Discussion followed. Motion carried.

Mr. Barnett presented a document, Capital Plan (2021-2025), reviewing building projects that need to be addressed and will be done as funds are available. Discussion followed. Discussion on funding and what is considered capital followed. 2021 Carryover was discussed.

Further discussion will take place at the joint meeting.

Mr. Machon declared the meeting adjourned at 5:39 p.m.

Respectfully submitted,
Vicki Steiner, Secretary