

## MINUTES

McMillan Memorial Library  
Building and Grounds Committee  
April 20, 2022

1. Mr. Machon called the meeting of the McMillan Memorial Library Building and Grounds Committee to order at 4:02 p.m.
2. Mr. Machon established that this was a public meeting and appropriate public notice was given.

3. ROLL CALL ATTENDANCE:

Committee Members Present: Doug Machon, Andrea Galvan, William Clendenning, Ryan Austin, Scott Kellogg

Other Board Members Present: Susan Feith, Elizabeth St. Myers

Absent: Eric Montag

Administration: Andrew Barnett and Vicki Steiner

4. MINUTES: **A motion to approve the Minutes of the November 10, 2021 Library Board meeting was made by Mr. Kellogg, second by Mr. Austin. Motion carried.**

5. Discuss Contract Policy and Expenditure Threshold for Library Director

Discussion on the Building and Grounds Policies and Rules document.

City and State threshold is \$5,000.

A motion to Mr. Austin, Second by Mr. Clendenning, to refer further discussion at the full Board meeting without a recommendation, was made by Mr. Austin, second by Mr. Clendenning.

6. Discuss Referral From Library Board on Donor Recognition.

A motion to continue further discussion on signage at the full board meeting by Mr. Austin, second by Mr. Kellogg. Motion carried

7. Items for next agenda

- a. Report on solar system update and end of contract with Viking Electric
- b. Update on building and capital project for planning over next 5 years.

**The meeting was declared adjourned at 4:42 p.m.**

Respectfully submitted,  
Vicki Steiner, Secretary