

MINUTES
McMillan Memorial Library
Building and Grounds Committee
May 12, 2021

DRAFT
Subject to
Approval

Chairperson Farmbrough called the meeting of the McMillan Memorial Library Building and Grounds Committee to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: David Farmbrough, Eric Montag, Susan Feith, William Clendenning, and Douglas Machon.

Administration: Andrew Barnett and Vicki Steiner

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

Ms. Feith asked that the Minutes of the April 30th meeting be revised to note she chaired the meeting until Mr. Farmbrough was able to attend. **A motion to approve the Minutes of the April 26th and April 30th (as amended) Building and Grounds committee meetings was made by Mr. Machon, second by Ms. Feith. Motion carried.**

President Farmbrough opened discussion on the contract received from Miron Construction for Owner's Representative services. The contract has been reviewed by City Attorney Sue Schill and Mr. Flanagan. Minor amendments and suggestions were noted. Discussion followed.

The roll of the Owner's Representative and lines of communication to the Board was discussed. Mr. Machon suggested a meeting with all parties to make expectations clear. **A motion to set up a meeting next Wednesday or as soon as is convenient for all parties was made by Ms. Feith, second by Mr. Montag. Motion carried.**

A motion to adjourn was made by Ms. Feith, second by Mr. Montag. Motion carried and the meeting adjourned at 5:40 p.m.

Respectfully submitted,
Vicki Steiner, Secretary