



Building and Grounds Committee

Meeting Minutes for

July 10, 2024

1. Call to Order: Chair Austin called the meeting of the McMillan Library Building and Grounds Committee to order at 4:00p.m.

2. Open Meetings Declaration: Austin established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

3. Roll Call:

Committee Members:

Andrea Galván

~~Karen Schill~~

Scott Kellogg

Ryan Austin

Susan Feith

Other Board Members:

Evan O'Day

~~Craig Broeren~~

~~Emily Kent~~

Elizabeth St. Myers

William Clendenning

Dennis Martin

~~Ron Rasmussen~~

Administration: Katherine Elchert, Library Director; Claire Parrish, Assistant Director

Others in Attendance: Kevin Fangman, patron

4. Approval of Minutes: A motion was made by S. Feith, second by S. Kellogg, to approve the minutes of the May 8, 2024 Buildings and Grounds Committee meeting. Motion carried by unanimous vote.

5. Creation of an RFP for Distribution to Potential Contractors/Project Managers for the Elevator Project: Discussion on approach to project.

S. Kellogg motions to create an RFP for a general contractor who would be responsible for selecting the structural engineer and managing all aspects of the project, second by R. Austin. Motion carried unanimously.

Austin will approach J. Eichstadt to create the RFP

6. 2024 Facility Updates:

- prioritize upcoming projects:
 - damp proofing: no available companies
 - vape sensors:
 - closer to \$25k, would need a bid process
 - carryover funds
 - Lester doors: try to work in with elevator and Grand Ave entrance
 - humidity issues