

**MINUTES**  
McMillan Memorial Library  
Building and Grounds Committee  
July 14, 2021

**DRAFT**  
Subject to  
Approval

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

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Eric Montag, Douglas Machon, Susan Feith, and William Clendenning.

Administration: Andrew Barnett and Vicki Steiner

Others in attendance: Erin O'Keefe, Alexandra Ramsey from Engberg Anderson and Grant Daigle, Owners Representative

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

Mr. Daigle presented change item #16 on TV back boxes. Originally this was considered a potential donation but now needs to be added as a cost. How to proceed to get this done. A motion to recommend a change order, second by Mr. Montag to take this to the Board for full approval. 3 ayes, Ms. Feith abstained. Motion carried.

Change item #8 Plumbing re-routing. Mr. Daigle's recommendation is to approve the change. Ms. Feith asked if this is an operational change or change to project cost. Discussion followed. A motion to recommend approval of change order by Mr. Machon, second by Ms. Feith. Motion carried.

Change item #3 – Existing ceiling conditions to demo existing ceiling. Findorff presented a proposal on time and materials. A motion approve a recommendation to approve change item #3 by Mr. Machon, second by Mr. Clendenning. Motion carried.

Discussion of project or operation costs on some items were discussed.

Monthly pay request submitted by Findorff for 385,xxx Bill will be submitted for payment.

Ms. O'Keefe discussed setting up a special meeting to review furnishing and review of samples delivered.

Ms. O'Keefe presented renderings of the skylight area. Paint samples were delivered to the Library for review. Ms. Feith asked about an option for a color similar to the existing color. The repair work will make it very difficult hid with a stain. A paint would cover the repair work better. Addition consideration will be looked into and presented at a later date.

Ms. Feith asked about the process for submitting furniture bids. Furniture does not have to go through a formal bid process but will be purchased by individual vendors. There may be 4-5 vendors who we will order from

At future meetings Minutes of previous meeting should be included.

**A motion to adjourn was made by Mr. Montag, second by Ms. Feith. Motion carried and the meeting adjourned at 5:53 p.m.**

Respectfully submitted,  
Vicki Steiner, Secretary