



Committee

**DRAFT**  
Subject to  
Approval

# Buildings and Grounds

Meeting Minutes for

August 10, 2022

**1. Call to Order:** Chairman Machon called the meeting of the McMillan Library Buildings and Grounds Committee to order at 5:00 p.m.

**2. Open Meetings Declaration:** Chairman Machon 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 Galvan~~

Doug Machon

Scott Kellogg

William Clendenning

Ryan Austin

Eric Montag

**Other Board Members:**

~~Kim Heniadis~~

~~Craig Broeren~~

~~Susan Feith~~

~~Elizabeth St. Myers~~

~~Karen Schill~~

**Administration:** None.

**Others in Attendance:** None.

**4. Approval of Minutes:** A motion was made by S. Kellogg to approve the minutes of the July 13, 2022 Buildings and Grounds Committee meeting. Second by W. Clendenning. Motion to approve carried by unanimous vote.

**5. OLD BUSINESS**

**5a. Report on solar system update and end of contract with Viking Electric:** Discussion of response received by counsel regarding this issue. Consensus of the Committee to recommend beginning dialog with Viking Electric regarding fair market value for existing solar array, while expiration of the contract is still one year away. Chairman Machon to place item on full Board agenda.

**5b. K&W Glass proposal- skylight glass:** Two panels on the skylight are cracked, but the problem can be managed until 2023. Consensus of the Committee to delay K&W proposal until 2023.

**5c. Hillside Damproofing proposal- waterproofing balcony:** Committee determined that the Library should inquire if the previously received estimate will still be honored. Austin reported that he felt the damage could be patched to get through another winter if need be. Consensus of the Committee is to await Katherine Elchert’s arrival and address the issue with her. Chairman Machon will make President Galvan aware.

**5d. Quality Door and Hardware proposal- theater lockset replacement:** Austin informed the Committee that the issue has been resolved without further cost to the library. The locks were installed incorrectly.



## Buildings and Grounds

### Committee

#### 6. NEW BUSINESS

**6a. Library Maintenance- discuss possibilities for working with the City for minor maintenance:**

Chairman Machon expressed an interest in collaborating with the City on minor maintenance projects to reduce cost for both parties. Discussion followed. **Motion by W. Clendenning to recommend sending Ryan Austin and Scott Kellogg to open a dialog with the City regarding minor and routine maintenance costs. Second by S. Kellogg. Motion carried by unanimous vote.**

**7. Items for Next Agenda:** None.

**8. Adjournment:** Chairman Machon adjourned the meeting at 5:32 p.m.