

MINUTES
McMillan Memorial Library
Building and Grounds Committee
November 10, 2021

DRAFT
Subject to
Approval

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

Mr. Machon established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Present: Douglas Machon, Eric Montag, Ryan Austin, and Andrea Galvan.

Administration: Andrew Barnett and Vicki Steiner

Others in attendance: Owners Rep Grant Diagle

A motion to approve the Minutes from the October 13, 2021 Building and Grounds Committee Meeting was made by Mr. Austin, second by Mr. Montag. Motion carried.

Mr Diagle distributed the current contingency log. Unfinished projects were reviewed. Mr. Diagle recommended release of 50% of the retainage to J.R. Findorff & Son, Inc. The balance of retainage will be released when Engberg Anderson gives final approval on completion of the contract.

A motion to release 50% of the retainage and the remaining 50% following signoff by Engberg Anderson was made by Mr. Austin, second by Mr. Montag. Motion carried.

Mr. Barnett reviewed the Learning Futures Status Report. Audio Loop materials arrived today.

Mr. Machon declared the meeting adjourned at 5:18 p.m.

The next meeting of the Building and Grounds Committee will be held on December 8, 2022 at 5:00 pm.

Respectfully submitted,
Vicki Steiner, Secretary