**GRANT COUNTY PUBLIC LIBRARY**

**BOARD OF TRUSTEES MEETING**

**REGULAR BUSINESS**

**January 14, 2019**

**Call to order:** 7:00 pm Community Room

**Type of meeting:** Regular Business

**Presiding Officer:** Bill Oliver, Board President

**Quorum:** Present

**Trustees Present:** Bill Oliver, Roxanne Howe, Paul Messner, Matthew Smith and Cara Copes

**Also Present:** Susan Nimersheim, Director; Amy Coghill, Administrative Assistant; Ehmet Hayes, Hayes & Associates Architecture

**Absent:** None

**Agenda approval and adoption:** Stand as presented

**Public Comment:** None

**Secretary’s Report:** The December 2018 minutes were reviewed and the report was approved upon a motion made by Paul Messner and a second by Roxanne Howe; motion carried

**Treasurer’s Report:** The December 2018 Financial Report was reviewed and presented. The report was approved upon a motion made by Matthew Smith and a second by Roxanne Howe. Motion carried

**Business:**

1. Ehmet Hayes was present to give an update on construction. He is projecting a mid-March completion date. Weekly meetings are being conducted at this point in order to keep everything on track. The roofing situation is good now, however the windows were not ordered when they should have been so there has been a delay there. A thermal imaging camera is coming to check everything for moisture and insulation issues. The staff will be moving to the community room soon, and PODS are coming for storage so the construction at the back of the building can progress. The library will be closed on January 18th and 19th, open on the 20th and closed again on the 21st for needed construction. Construction will also use the library closure on February 18th for Presidents’ Day, and it has been indicated that the library may need to be closed another day or two around that date as well. Ehmet invited all the board members to walk through the addition any Wednesday morning after the weekly construction meeting.
2. A motion was made by Matthew Smith to approve Submittal #10 to Ashley Construction in the amount of $235,902.00. Motion was seconded by Cara Copes. Motion carried.
3. Susan reports that there are 6 surplus work cubicles. She requested a motion to sell the 2 newer ones to Boyle County Public Library for $2400.00 and give the older 4 away for free. Motion was made by Paul Messner and seconded by Matthew Smith. Motion carried.
4. Susan brought to the board’s attention that there will be several more items removed from the building during construction that will be deemed surplus. Items include, but are not limited to, fans and carpet squares. These items can either be donated to another non-profit organization or sold at public auction. A blanket motion was made by Paul Messner and seconded by Roxanne Howe for removal of these items using either of these options with report given by Susan. Motion carried.
5. Budget revision – Susan presented a revised budget. The budget total is the same, but money has been moved around, into and out of certain categories, based on need. A motion was made by Paul Messner to approve these changes. Roxanne Howe seconded and motion carried.

**Policy Review:** None

**Reports:**

1. Director’s Report – Susan presented her report for December 2018
2. Regional Report – This was also presented by Susan

**Correspondence:** None

**Board Member Comment:** Susan reminded the board that David Barnes, author of The Cordova Kid, will be speaking at the library on January 17th at 2 pm. Bill Oliver suggested that the board explore the possibility of layering some CDs with our contingency account to accrue better interest. Susan will look into this and bring before the board.

**Adjournment:**  Motion made to adjourn by Roxanne Howe and seconded by Paul Messner. Adjournment at 7:34 pm

**Next Board Meeting:** Monday, February 11, 2016

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President Secretary