

**Buchanan District Library
Regular Board Meeting
April 26, 2017**

Call to Order: President David Perez called the meeting to order at 6:32 pm. Board members present were David Perez, Janet Kuhn, Molly Thornton, Dennis Iler, Mary Lysy, Debbie Brooks and Dare Soley. Director Barbara Wallace represented the Library Staff.

Adoption of Agenda: Motion made by Dare Soley to accept agenda, seconded by Janet Kuhn. Motion carried.

Recognition of Visitors: Michelle Deschaaf from Arkos Design

Community Concerns: None

Routine Business:

Correspondence: Declines from Kingscott & Quinn Evans Architect Firms

Minutes and Calendar: Motion made by Janet Kuhn to accept the March minutes as written. Seconded by Dennis Iler. Motion carried.

Financial Reports and Approval of Expenditures: Motion made by Molly Thornton to accept report. Seconded by Debbie Brooks. Motion carried.

Committee Reports:

Public Relations & Fundraising: No meeting. See Director's Report for details on fundraising.

Library Policy: Will set up meeting by email to discuss youth access cards.

Personnel: Reported 3% pay raise for Director's new contract. Barbara reported Meg Paulette will be leaving her position at the library to devote more time to her graphic design business. Su Phegley will be retiring sometime in the fall, at which time the library will need to hire a replacement.

Building: No meeting.

Budget & Finance: Will set up meeting by email.

Technology: No meeting.

Director's Report: See report.

Unfinished Business: None

New Business:

Story Walk Agreement from the City of Buchanan: After reviewing the agreement, it was decided the Board would edit the agreement and present it to the City Manager Bill Marx.

Open bids submitted in response to RFP: Bids were received from Crumlish & Crumlish, TERA Architects, Forum Architects, Arkos Design, and Kil Architecture. Board members received copies of all bids. The Building Committee will also meet to review the bids. No date set as of this meeting.

Questions and comments from Board Members: Barbara mentioned that at the last City Commission meeting Mayor Hess announced that a bookmobile will begin this summer in partnership with Ottawa School.

Barbara reported 13 RFPs were sent to architects for bids on the remodeling project:

Abonmarche

Ancon Construction

Arkos Design

C2AE

Crumlish & Crumlish

FTCH

Forum Architects

Kevin Barker

Kil Architecture

Kingscott

Panzica

Quinn Evans

TERA

Adjournment: Meeting adjourned at 7:36 pm.

Next meeting: May 18th, 2017 at 6:30pm.