Minutes of the Regular Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees

Call to Order: A meeting of the Alpena County Library Board of Trustees was called to order on Wednesday, May 18, 2022, at 4:03 pm. by President Joseph Garber.

Present:
Board of Trustees: Joseph Garber, Michelle Cornish, Mark Hunter
Staff: Eric Magness-Eubank, Jessica Luther
Friends of the Library: Karen Grochowski
Via Videoconference: Beth DeCaire, Quintin Meek

Absent: Ron Meneghel

Minutes: It was moved by Hunter with support from Cornish to approve the minutes of the April 29, 2022, regular meeting of the Board of Trustees. The motion passed.

Treasurer's Report: The Treasurer's Report was reviewed, and Garber directed it to be filed as presented subject to final audit.

Review and Approval of Bills: It was moved by Hunter and supported by Cornish that both sets of bills as presented be approved. The motion passed.

Friends of the Library Report: Grochowski reported that the Friends will be restarting T-shirt sales. She added that officers were elected at the most recent meeting, and they will be starting plans for the book sale.

Old Business:
A. TBNMS Agreement: Magness-Eubank reported that Jeff Gray proposed an agreement guaranteeing $20,000 per year for the next 2 years. Magness-Eubank recommends that once the funding is guaranteed and the agreement is in writing that it should be approved.
B. Building Project: A resolution to pay the final application for payment from Meridian Contracting for $4,680.00 was presented to the board. It was moved by Hunter with support from Cornish to approve the resolution. A copy of the signed resolution and supporting documents are attached to the minutes.
C. Elevator: Magness-Eubank reported there is no timeline for the repair yet. Garber instructed Magness-Eubank to contact the State Elevator Authority if the issue is not resolved.
D. Strategic Planning: Magness-Eubank shared that three interviews with consultants were conducted with members of the staff. He will be meeting with the library department heads to discuss recommendations to be presented to the board at the June meeting.
E. New Hires: Magness-Eubank reviewed staffing changes hiring of a new Circulation Desk
assistant, the promotion of Carmen Grubaugh to Information Services Librarian, and Romeo Dozier to Youth Services Assistant.

New Business

A. **Landscaping/Gardens:** Magness-Eubank reported that a number of the plants did not survive the winter and that Prattscapes would be replacing them. He added that Meridian will be reseeding the lawn.

B. **Siding:** A quote to repair the siding on the Currier building will be obtained, costs will be divided between the library and Dr. Currier.

C. **Summer Programming:** Magness-Eubank shared that a large range of programming for all-ages is being planned.

D. **Other:** A schedule of dates pertaining to the expiration of the operating millage was shared. Garber and Cornish requested that a discussion on a possible increase be discussed with the board.

**Assistant Director Report:** The written report was reviewed.

**Request for Closed Session:** Garber requested that the board move into closed session to discuss the performance of the Library Director. It was moved by Hunter with support from Cornish to move into closed session. The motion passed.

Cornish, Hunter, Garber, and Meek entered a closed session at 4:47 pm. Magness-Eubank joined the closed session at 5:30 pm.

Hunter moved to adjourn the closed session with support from Cornish. The motion passed.

**Open Meeting:** The open session of the Board of Trustees reconvened at 5:44 pm.

**Adjournment:** It was moved by Hunter with support from Cornish to adjourn the meeting. The motion passed. President Garber declared the meeting adjourned at 5:44 pm. The next regular meeting will be Wednesday, June 15, 2022, at 4:00 pm.

Respectfully submitted,

Michelle Cornish
Secretary

Jessica Luther
Recording Secretary
At a regular meeting of the board of the Alpena County George N. Fletcher Public Library held on the 18th day of May, 2022 at 4 PM Eastern time at the Alpena County George N. Fletcher Public Library in Alpena, Michigan, there were:

Present: Joseph Garber, Pres., Mark Hunter, Michelle Cornish

Absent: Ron Meneghel, Quintin Meek

The following preambles and resolutions are offered by Hunter and seconded by Cornish.

The Library Board of the Alpena County George N. Fletcher Public Library hereby requests the Building Authority of Alpena County to pay Application for Payment No. 17 from Meridian Contracting Services in the amount of $4,868.00 for renovation project.

The Sum Total of all of these transactions amounts to $4,868.00 from the Building Authority

YES: Joseph Garber, Pres., Mark Hunter, Michelle Cornish

NO: NONE

The Resolution was declared adopted

The undersigned, being the duly qualified Director of the Alpena County George N. Fletcher Public Library, certifies that the foregoing is a true and complete copy of a resolution duly adopted by this board at a regular meeting held on the 18th day of May, 2022, at which a quorum was present and remained throughout and that an original thereof is on file in the records of this Board. I further certify the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or been made available as required thereby.

DATED: May 18 2022

Library Director
APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
Alpena County Library
Attn: Eric Magnes-Eubank
211 N. Second Ave
Alpena, MI 49707

FROM CONTRACTOR:
Meridian Contracting Services, LLC
304 W. Chisholm
Alpena, MI 49707

PROJECT:
Alpena County Library Renovations
211 N. Second Ave
Alpena, MI 49707

VIA ARCHITECT:
Quinn Evans
219 1/2 N. Main St.
Ann Arbor, MI 48104

APPLICATION NO.: Sixteen
PERIOD TO: 04/30/22
PROJECT NO.: 929-2020
CONTRACT DATE: 08/13/20

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below, in connection with the contract.
Continuation Sheet; AIA Document G703, is attached.

1 ORIGINAL CONTRACT SUM .......................................................... $2,668,000.00
2 Net change by Change Orders ..................................................... $142,332.26
3 CONTRACT SUM TO DATE ......................................................... $2,810,332.26
4 TOTAL COMPLETED & STORED TO DATE ....................................... $2,810,332.26
   (Column G on G703)

5 RETAINAGE:
   a. 0 % of Completed Work ......................................................... $0.00
   (Columns D & E on G703)
   b. 0 % of Stored Material ....................................................... $0.00
   (Column F on G703)
   Total Retainage (line 5a + 5b. or Total in Column I of G703) .......... $0.00

6 TOTAL EARNED LESS RETAINAGE .............................................. $2,810,332.26
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT ......................... $2,805,464.26
8 CURRENT PAYMENT DUE .......................................................... $4,868.00

9 BALANCE TO FINISH, INCLUDING RETAINAGE .............................. ($0.00)

CHANGE ORDER SUMMARY

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<tr>
<th>Order Number</th>
<th>ADDITIONS</th>
<th>DEDUCTIONS</th>
</tr>
</thead>
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<tr>
<td>TOTALS</td>
<td>$142,332.26</td>
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</table>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
Meridian Contracting Services, LLC

Sworn before me on the 5th day of May, 2022.

Signature: LACE EATON
Printed: LACE EATON
My Commission Expires: 04/28/2023

In accordance with the Contract Documents, based on on-site observations and the data contained in this application, the Contractor certifies to the Owner that to the best of the Contractor's knowledge, information and belief, the work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED .......................................................... $____________

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and the Continuation Sheet that are changed to conform to the amount certified.)

Architect: __________________________ Date: _______________

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.
<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF WORK</th>
<th>SCHEDULED VALUE</th>
<th>WORK COMPLETED FROM PREVIOUS APPLICATIONS</th>
<th>WORK COMPLETED THIS PERIOD</th>
<th>MATERIALS PRESENTLY STORED (NOT IN D OR E)</th>
<th>BALANCE COMPLETED AND STORED TO DATE (D + E + F)</th>
<th>RETAINAGE (IF VARIABLE RATE)</th>
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<td>CO #006 - Final electrical changes</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
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<td>$2,805,464.26</td>
<td>$4,886.00</td>
<td>$0.00</td>
<td>$2,810,332.26</td>
<td>$0.00</td>
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</tbody>
</table>
That for the purpose of said contract, the following persons have been contracted with, and have furnished, or are furnishing and preparing materials for, and have done or are doing labor on the said improvement. That there is due to and to become due them, respectively, the amounts set opposite their names for material or labor stated. This statement is a full, true, and complete statement of all such persons, the amounts paid and the amounts due or to become due to each.

**MAJOR SUBCONTRACT AND SUPPLIER REVIEW (From Previous Invoice)**********

<table>
<thead>
<tr>
<th>Vendor/Address</th>
<th>AIA Item</th>
<th>Contract</th>
<th>TOTAL TO DATE</th>
<th>RETAINAGE</th>
<th>PREVIOUSLY NET PAID/PLIED FOR</th>
<th>NET THIS PAYMENT</th>
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<tr>
<td>Alpena Furniture</td>
<td>Flooring</td>
<td>$170,211.48</td>
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<td>Alpena Glass</td>
<td>Storefronts</td>
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<td>$159,213.00</td>
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<td>B&amp;B Glazing</td>
<td>Glazed Dec. Railing</td>
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<td>$47,500.00</td>
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<td>Building Express</td>
<td>Therm/ Finishes</td>
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<td>Cheboygan Cement Products</td>
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<td>Demand Waterproofing</td>
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<td>Doors &amp; Drawers</td>
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<td>L&amp;S Transit Mix</td>
<td>Concrete</td>
<td>$19,973.73</td>
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<td>MAG Insulation</td>
<td>Therm Moisture</td>
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<tr>
<td>Company</td>
<td>Handrail</td>
<td>Siding Panels</td>
<td>Signage</td>
<td>Construction Materials</td>
<td>Landscaping</td>
<td>Testing</td>
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<td>MCM Stainless</td>
<td>$12,402.00</td>
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<td>GBA Architectural/Medina Glass Block</td>
<td>$35,650.00</td>
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<tr>
<td>Omega Electric &amp; Sign Co.</td>
<td>$9,636.00</td>
<td>$9,636.00</td>
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<td>$9,636.00</td>
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<td>Builder's First Source</td>
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<td>PrattScape, LLC</td>
<td>$6,750.00</td>
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<td>R.S. Scott</td>
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<td>R and L Industries (Corrected)</td>
<td>$8,482.50</td>
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<td>S L Restoration</td>
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<td>Sherwin Williams</td>
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<td>Superior Fabricating</td>
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<td>Symon's Building Specialties</td>
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<td>TRC Roofing</td>
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<td>Vegazva</td>
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<td>SUB TOTAL</td>
<td>$1,608,593.90</td>
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<td>Meridian Contracting Services</td>
<td>$1,201,738.36</td>
<td>$1,029,459.18</td>
<td>$0.00</td>
<td>$620,915.58</td>
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<td>TOTAL</td>
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<td>$2,805,464.26</td>
<td>$4,868.00</td>
<td>$0.00</td>
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</tbody>
</table>

It is understood that the total amount paid to date plus the amount requested in this application shall not exceed 100% of the cost of the work completed to date.

I agree to furnish Waivers of Lien for all materials and labor under my contract.

Subscribed and sworn before me this 5TH day of MAY, 2022

SIGNED: [Signature]  
LACE EATON  
(notary public)

State of Michigan  
County of Alpena  
Commission Exp 09/28/2023
WAIVER OF LIEN/PAYMENT BOND

My/our contract with Meridian Contracting Services, LLC

to provide

for the improvement to: Alpena County George N. Fletcher Public Library

(Check One)

Partial Unconditional I/we having been fully paid and satisfied, hereby waive my/our Payment Bond/Construction Lien to the amount of $______ for labor/materials provided through (date)_______. This waiver, together with all previous waivers, if any, (circle one) does/does not cover all amounts due to me/us for contract improvements provided through the date shown above.

Full Unconditional Having been fully paid and satisfied, all my/our Payment Bond/Construction Lien rights against such property are hereby waived and released.

Date Feb 22, 2022

Building Express
Company Name

Signature

Address: 4126 USB23 S.

Alpena, MI 49707

Phone: 989-358-0808

Corporation? Yes No

Tax ID or SSN 20-0091168

Please fax to 989-354-4338, or email to office@mericon.net.
Mail the original to 304 W Chisholm Street, Alpena, MI 49707
WAIVER OF LIEN/PAYMENT BOND

My/our contract with ___________ Meridian Contracting Services, LLC ___________

to provide ____________________________________________________________________________

for the improvement to: ___________ Alpena County George N. Fletcher Public Library ___________

(Check One)

____ Partial Unconditional If we having been fully paid and satisfied, hereby waive my/our Payment Bond/Construction Lien to the amount of $ ___________ for labor/materials provided through (date) ___________. This waiver, together with all previous waivers, if any, (circle one) does/does not cover all amounts due to me/us for contract improvements provided through the date shown above.

____ Full Unconditional Having been fully paid and satisfied, all my/our Payment Bond/Construction Lien rights against such property are hereby waived and released.

Date ___________ 2-22-2022 ___________

Project Complete
Total Amount Paid: $7,562.34

Tracy Smith
Builders FirstSource
Credit Analyst Region One
P.O. BOX 306
Gaylord, MI 49734
PH: 989-350-4421
FAX: 989-341-5281
tracy.smith@bldr.com

Signature ___________

Address ____________________________________________________________________________

Phone ____________________________________________________________________________

Corporation? ___ Yes ___ No

Tax ID or SSN ___________ 20-4011397 ___________

Please fax to 989-354-4338, or email to office@mericon.net.
Mail the original to 304 W Chisholm Street, Alpena, MI 49707

Sent 02/18/22
WAIVER OF LIEN/PAYMENT BOND

My/our contract with Meridian Contracting Services, LLC

to provide Covrit Enclosure

for the improvement to: Alpena County George N. Fletcher Public Library

(Check One)

   Partial Unconditional I/we having been fully paid and satisfied, hereby waive my/our Payment Bond/Construction Lien to the amount of $_______ for labor/materials provided through (date) _______. This waiver, together with all previous waivers, if any, (circle one) does/does not cover all amounts due to me/us for contract improvements provided through the date shown above.

   Full Unconditional Having been fully paid and satisfied, all my/our Payment Bond/Construction Lien rights against such property are hereby waived and released.

Date 03/01/2022

Cityscapes

Company Name

Signature:

Address: 4200 Lyman Court

Hilliard OH 43026

Phone: 877-727-3367

Corporation?  x Yes  ____ No

Tax ID or SSN 34-1996794

Ref Invoices: 8115 $47,769.96

Please fax to 989-354-4338, or email to office@mericon.net.
Mail the original to 304 W Chisholm Street, Alpena, MI 49707

03/1/22
WAIVER OF LIEN/PAYMENT BOND

My/our contract with Meridian Contracting Services, LLC

to provide

for the improvement to: Alpena County George N. Fletcher Public Library

(Check One)

_____Partial Unconditional I/we having been fully paid and satisfied, hereby waive my/our Payment Bond/Construction Lien to the amount of $ for labor/materials provided through (date). This waiver, together with all previous waivers, if any, (circle one) does/does not cover all amounts due to me/us for contract improvements provided through the date shown above.

✓ Full Unconditional Having been fully paid and satisfied, all my/our Payment Bond/Construction Lien rights against such property are hereby waived and released.

Date 1-28-22

John's Electric, Inc.
Company Name

Signature:

Address: 6638 Bolton Rd

Alpena, MI 49707

Phone: 989-356-5797

Corporation? ✓ Yes ___ No

Tax ID or SSN 78-3249839

Please fax to 989-354-4338, or email to office@mericon.net.
Mail the original to 304 W Chisholm Street, Alpena, MI 49707
WAIVER OF LIEN/PAYMENT BOND

My/our contract with Meridian Contracting Services, LLC

to provide

for the improvement to: Alpena County George N. Fletcher Public Library

(Check One)

Partial Unconditional I/we having been fully paid and satisfied, hereby
waive my/our Payment Bond/Construction Lien to the amount of $____ for
labor/materials provided through (date)______. This waiver, together with all
previous waivers, if any, (circle one) does/does not cover all amounts due to
me/us for contract improvements provided through the date shown above.

Full Unconditional Having been fully paid and satisfied, all my/our
Payment Bond/Construction Lien rights against such property are hereby waived
and released.

Date 2/22/22

Omega Electric & Sign Co.
Company Name

Signature:

Project Complete

Total Amount Paid: $9,636.00

Address: 1609 Co. Road C

Alpena, MI 49707

Phone: 989-358-8243

Corporation? Yes No

Tax ID or SSN 210-18-76022

Please fax to 989-354-4338, or email to office@mericon.net.
Mail the original to 304 W Chisholm Street, Alpena, MI 49707