

**Minutes of a Special Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A special meeting of the Alpena County Library Board of Trustees was called to order on Thursday, March 4, 2021, at 4:06 p.m. by President Joseph Garber.

Present:

Via Videoconference:

Trustees: Joseph Garber, Mark Hunter, Ron Meneghel

Staff: Eric Magness-Eubank, Beth DeCaire, Jessica Luther, Nancy Mousseau

Friends of the Library: Mary Ann Crawford

Guests: Ann Dilcher, Jacqui Colaianni- Quinn Evans

Via Telephone:

Trustees: Quintin Meek, Michelle Cornish (4:08 pm)

Minutes: It was moved by Meneghel with support from Hunter to approve the minutes from the February 17, 2021, regular board meeting. The motion passed.

Review and Approval of Bills: It was moved by Hunter with support from Meek to approve the bills as presented. The motion passed.

Old Business:

- A. Formal Resolution Approving the Election of Officers-** It was moved by Cornish with support from Hunter to approve a formal resolution appointing the following slate of Board of Trustees officers for 2021.

President- Joseph Garber

Vice-President- Ron Meneghel

Treasurer- Quintin Meek

Secretary- Mark Hunter

The motion passed. A signed copy of the resolution is attached.

B. Building Project-

- a. Heating and Cooling System Change Order- A change order for \$61,770.00 was reviewed. The order includes revising the restroom layout, repairing the storm sewer, removing and replacing fin tube heating, removing the fin tubing in the bridge, and the supply and installation of radiant ceiling panels in the bridge. It was noted that this cost does not include the costs for Meridian Contracting to remove and replace the concrete around the cracked pipe to the storm sewer. It was moved by Hunter with support from Meek to approve the change order. The motion passed.

- b. Electrical System Change Order- The change order is not ready yet.
- c. FFE Package- Magness-Eubank reported that the package was sent out to bid on February 28 and that four firms appear to be interested. Bids are due back on March 12 and recommendations will be ready for the board at the regular meeting on March 17.

(4:43 pm Dilcher and Colaianni left meeting)

C. Policy Review

- a. Establishment of Board Policy Review Committee- Meneghel and Meek agreed to serve as the policy review committee.
- b. Letter of Engagement- A letter of engagement from Foster Swift has not been received.

New Business:

- A. Extending 2020 Staff Leave Time Rollover**- It was moved by Meneghel with support from Cornish to extend the rollover of 2020 staff leave time to June 30, 2021. The motion passed.
- B. Other**- Magness-Eubank shared that he was informed by Patrick Heraghty with the Community Foundation for Northeast Michigan that an anonymous donor is interested in contributing to the renovation of Special Collections. Heraghty will be acting as the liaison between the Library and the donor.

Adjournment: President Garber declared the meeting adjourned at 4:54 p.m. The next regular meeting will be Wednesday, March 17, at 4:00 pm.

Respectfully submitted,



Mark Hunter

Secretary

**(signed by Jessica Luther on behalf of Mark Hunter
due to COVID-19 restrictions)**



Jessica Luther

Recording Secretary



Alpena County George N. Fletcher Public Library

211 N. First Avenue
Alpena, Michigan 49707-2893
Phone: 989-356-6188
Fax: 989-356-2765
www.alpenalibrary.org

At a special meeting of the board of the Alpena County George N. Fletcher Public Library held on the 4th day of March, 2021 at 4 PM Eastern time via videoconference in Alpena, Michigan, there were:

Present: Joseph Garber, Ron Meneghel, Mark Hunter, Michelle Cornish, Quintin Meek

Absent: None

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

WHEREAS, according to Article II, Section I of the Bylaws, the Board desires to appoint the Treasurer of the Alpena County George N. Fletcher Public Library; and

WHEREAS, the Board deems it appropriate and in the best interest of the Library for Quintin Meek to serve as Treasurer for a term of one year, subject to the rights and responsibilities of such officer under the Bylaws of the Library and the Laws of the State of Michigan, commencing on February 17, 2021; and

WHEREAS, the Board deems it appropriate and in the best interest of the Library to have several authorized signatories for its banking accounts;

NOW, THEREFORE, BE IT:

RESOLVED, that the Board appoints Quintin Meek to the office of Treasurer for a term of one year, subject to the provisions of Article II, Section I of the Bylaws, commencing on February 17, 2021;

RESOLVED, that the Board Appoints Joseph Garber, President; Ron Meneghel, Vice-President, Quintin Meek, Treasurer and Eric Magness-Eubank, Library Director as authorized signatories to the Library Banking accounts, and that all checks must be signed by at least two signatories to be valid.

YES: Joseph Garber, Ron Meneghel, Mark Hunter, Michelle Cornish, Quintin Meek

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 4th day of March, 2021, 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.



Library Director

DATED: March 4, 2021