

**Minutes of the Regular Monthly 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, July 15<sup>th</sup>, 2020 at 4:02 p.m. by President Joseph Garber.

**Present:**

Via Videoconference:

Trustees: Joseph Garber, Kimberley Krajniak, Ron Meneghel, Tammy Thomson

Staff: Eric Magness-Eubank, Beth DeCaire, Jessica Luther, Margaret Converse, Don La Barre, Nancy Mousseau, Christina St. John

By telephone:

Friends of the Library: Mary Ann Crawford

Absent: Mark Hunter

Garber requested that the agenda be reordered to postpone the discussion regarding the building project until 5:15 when Ann Dilcher of Quinn Evans would be available.

**Minutes:** It was moved by Krajniak with support from Meneghel to approve the minutes from the June 17<sup>th</sup>, 2020 regular board meeting. The motion passed.

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

**Review and Approval of Bills:** It was moved by Meneghel and supported by Krajniak that bills as presented be approved. The motion passed.

**Friends Report:** Magness-Eubank shared that the Friends have agreed to fund the Kanopy movie streaming subscription for a second year. Crawford added that they are still working out how to move forward with the Little Free Libraries project and a newsletter is forthcoming.

**Old Business:**

**A. COVID-19:**

- a. **Timeline** - Magness-Eubank stated that the timeline for resuming public services depends on the building project timeline and whether or not a temporary location will be acquired, but he does not imagine resuming services until after Labor Day. Luther shared concerns about library services not being offered for an extended period of time.
- b. **HVAC**- Magness-Eubank stated that Weinkauff has informed him that the project cannot be completed until the old system is demolished. Air circulation within the building is not adequate and has forced a reduction in hours staff members are able to be in the building.

- c. **Personnel-** It was the recommendation of the personnel committee to authorize Magness-Eubank to spend up to \$3,000 to award employees who have rendered extraordinary service to the Library during the closure. It was moved by Meneghel with support from Thomson to adopt the recommendation. The motion passed.
- B. **2020 Budget Adjustments:** Topic was tabled until the next meeting until it is determined how the bond sales will be addressed.
- C. **Siding:** Magness-Eubank stated that there were no updates on the repair of the siding damage on the Currier Building, but the issue will need to be addressed in the near future.
- D. **2019 Audit:** A draft copy of the audit has been received from Straley, Lamp, and Kraenzlein once Magness-Eubank has reviewed it he will forward it to the board.
- E. **Public Participation-** La Barre introduced himself as the Head of Special Collections and shared the progress of moving the department to its temporary location.

**F. Building Project/USDA**

- a. **Asbestos Abatement-** Magness-Eubank stated that the abatement is estimated to cost \$114,000 with the start date being established once the building project timeline is confirmed.
- b. **Financing-** The board will need to hold a special board meeting next week to select the general contractor in order to meet the deadline for the bond sales. Magness-Eubank stated that the borrowing limit is \$3 million.  
He added that the sublease for the building authority needs to be approved. The building authority will make the bond payments on our behalf and major changes to the project will need to be approved through the county commissioners. It was moved by Krajniak with support from Meneghel to approve the sublease. Luther called the vote.  
Garber- Aye  
Krajniak-Aye  
Meneghel-Aye  
Thomson-Aye

The motion passed.

- c. **Project Timeline and Phasing-**Discussion on the benefits and drawbacks of the single-phase and multi-phase renovation options were discussed.

Ann Dilcher joined the meeting at 5:17 pm.

It was moved by Meneghel with support from Krajniak to select the single-phase renovation option and for the library to rent a temporary space to offer public services. The motion passed.

- d. **Project Bids-** Dilcher reviewed the bids from C.E. Gleeson, Meridian Contracting, and Spence Brothers Construction with the board and discussed the discrepancies in some of the line items. She and Magness-Eubank will be conducting interviews with the contractors beginning tomorrow.

**New Business:** Krajniak shared that she is relocating away from Alpena and will be leaving the board of trustees in August.

**Adjournment:** President Garber declared the meeting adjourned at 6:02 p.m. There will be a special

meeting on the board on Tuesday, July 21<sup>st</sup>, 2020 at 3:30 pm and the next regular meeting will be Wednesday, August 19<sup>th</sup> 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**