**South New Berlin Free Library**

**Teleconference Meeting**

May 07, 2020

**Board Attendees:**

* Marcia Hoag, Ann Mein, Tammy Osborne, John Lorence, George Clum, Elaine Clum : Absent: Tom Bryden

**Staff Attendees:**

* Robin Avolio, Director, Nancy Dibbell, Michelle Abrams

Meeting was called to order by Marcia Hoag at 6:32 pm.

**Minutes:**

* Elaine made a motion to approve April 21 minutes, seconded by Tammy, individual votes taken with a unanimous aye vote. Motion carried.

**Invoices:**

* Invoice for the survey and two for Kin Studio were discussed. Tammy made a motion to approve Invoice #13110 in the amount of $1,500 for the survey. George seconded motion, individual votes were taken with unanimous aye vote. Motion carried.
* George made a motion to approve an invoice from Kin Studio for payment for 60% Design Development Set with the adjusted amount of $3,334, seconded by Elaine. Individual votes were taken with a unanimous aye vote. Motion carried. Board will ask Architect Diana Jaramillo for a revised invoice reflecting the adjusted amount.
* John made a motion to approve an invoice from Kin Studio for MEP for an adjusted amount of $3,036.40, seconded by George. Individual votes were taken, with a unanimous aye vote. Motion carried. Board will ask Diana Jaramillo for a revised bill with the adjusted amount.

**Discussion:**

* It will be necessary to cut a hole in the bathroom ceiling to determine in which direction the joists for the second floor run.
* School/Library budget vote is planned for June 1st. Library will not be requesting a raise in taxes this year.

* Extensive discussion was had regarding the latest addition designs. One topic was to have some features to be itemized in the final plan, in order to select items to include or eliminate. The architect is in agreement. Questions ensued regarding central heating options with existing natural gas units versus heat pump with electric heat. The Board is requesting information and prices on the electric option. Robin will draw up a list of questions to ask Gretchen BeVard, Mechanical Engineer.

**Re-opening Update:**

* Robin gave an update on the re-opening plan from Four County. It appears we will fall into Phase 2 with a possible opening date around June 1st. A committee has been formed consisting of Robin, leader, John, Tammy, Nancy, Michelle, and Marcia. Robin will contact those involved to set up the first meeting soon.

**Teleconference meetings:**

* When guests call in to join our teleconference meetings, please identify yourselves.

George Clum made a motion to adjourn, motion seconded by Elaine. Individual votes were taken with unanimous aye vote. Motion carried. Meeting adjourned at 7:47 pm.

Submitted:

Ann Mein