**South New Berlin Free Library**

**Meeting Minutes**

**March 07, 2022**

Attending Board members: Marcia Hoag, George Clum, Elaine Clum, Ann Mein, Tom Bryden, Scott Stensland, and Kathie Burnside (non-voting) (via Zoom)

Attending Staff: Robin Avolio, Director

Visitors: Michael O’Reilly, Dan O’Reilly, Wilcox Construction, Gavin Eastman

Public: Lynn Macumber

Meeting was called to order at 5:05 pm.

Marcia Hoag, Board President, opened the sealed bids, which were:

 Loitsch Construction: $320,250

 Wilcox Construction: $379,217

 Eastman Associates, Inc. $418,500

There was some discussion with the O’Reilly brothers regarding the three contractors and the bid alternates. They will be sending a combined spreadsheet with all bids to compare tomorrow.

There was some discussion about having committees to look at the bids, followed by a public meeting. It was decided to meet all together at a public meeting to vote for a contractor rather than having separate committee meeting first. A date was set for Wednesday, March 16, 2022 at 5:00 pm to have a public meeting to select and vote for a contractor.

Meeting minutes from January 18, 2022 were reviewed. George made a motion to approve, motion seconded by Elaine. Vote was unanimous to approve. (Kathy Burnside did not vote) Motion carried.

Tom Bryden and all the rest of the Board members thanked Scott Stensland for his donation to help pay for the bid advertising.

Discussion was had regarding possible donations from Chobani and a Mr. Lusins who had previously been a possibility. Marcia will contact them and email the three quotes. The Community Foundation requires two quotes and a required 75% of the funds. We can move forward with that now.

Fourth quarter financials were reviewed. Tom made a motion to approve, seconded by Elaine. Vote was unanimous to approve. (Kathie did not vote) Motion carried.

The Annual Report was posted on the Library’s website. Questions arose around some of the numbers and as to a Capital Fund. There will be discussion with Paul Rowe, our accountant to clarify. Ann made a motion to approve the report contingent on clarification from Mr. Rowe. Elaine seconded motion. All approved, except for Kathy, who did not vote.

Bills were reviewed: Reimbursement to Ann Mein for bid ads for 2021 and 2022 totaling $383.60; the Evening Sun ad for $318.60; reimbursement to Robin for $64.12 for supplies for repairing frozen pipes. George made a motion to approve the bills for payment. Tom seconded motion, all approved except for Kathie who did not vote. Motion carried.

There was discussion about the sump pump, water in the basement and water backing up into the toilet. Scott offered to look at the situation in the basement and will let Robin know. She will then ask Avolio Brothers, if necessary to provide a quote to repair the water/vent situation.

Robin reported that the humidifier is no longer working and will be disposed of. There may be a fee for the disposal due to Freon gas.

Robin suggested we look at our accounts as the numbers have changed. Tom asked for an update. NBT accounts total $269,770 as of February, 2022, including budget money, leaving about $210,000.

Motion to adjourn was made by George, seconded by Scott. All approved, except for Kathie, who did not vote. Motion carried.

Meeting adjourned at 6:00 pm.

Submitted,

Ann Mein