Special Board Meeting Minutes

June 5, 2018

Board Members Present: Ackerman, Kramer, Kvigne, Olson, VanDelinder
Staff Present: Anderson

The meeting was called to order at 3:07 pm. Item 4 c (MPL/WCPL Possible Merger) was added to the agenda. Olson moved to approve the agenda with the addition and Kramer seconded. Motion carried.

Olson moved to approve the minutes of the May 2018 meeting and Kvigne seconded. Motion carried.

1. Board Business

a. 2019 Library Budget

i. 2019 Major Building & Grounds Projects: Anderson informed the Library Board that the 2019 Library budget as prepared is very conservative and that the main expenses to consider are related to Building & Grounds projects. Anderson shared versions of the budget with the following projects:

- Exterior remodel to cover and protect the precast (estimated at $372,000)
- Re-carpeting most of the 2nd floor with carpet tiles & re-finishing the main stairway (estimated at $44,245)
- Re-carpeting most of the 2nd floor with rolled carpet & re-finishing the main stairway (estimated at $38,835)
- Re-carpeting portions of the 2nd floor with rolled carpet & re-finishing the main stairway (estimated at $14,999)
- Re-finishing the main stairway (estimated at $2,898)
- Replacing the coil in the 2011 chiller unit (estimated at $15,000)
- All projects
- No projects

Anderson informed the Board that the current carpeting on the 2nd floor hasn’t been replaced in approximately 17 years and is especially showing signs of wear in high-traffic areas and under the public computers. The Board’s Building & Grounds committee had determined earlier in the year that carpeting should be a priority for 2019.

The Board directed Anderson to request funding to replace the coil in the 2011 chiller from the current cash reserves so that work could be completed as soon as possible.

VanDelinder and Ackerman discussed that pushing off repairs to public buildings can actually be more costly in the long run, but agreed that the exterior work to the precast was more aesthetic (a “want” not a “need”) and would not be able to be completed in 2019.

The Board discussed the merits of carpet tile versus rolled carpet and felt that for ease of replacing sections the tile would be preferred. Ackerman moved that the Library Board approve up to $60,000 to replace most of the 2nd floor carpet with carpet tiles, order additional tiles for
future replacement and re-finish the main stairway in 2019, Olson seconded. The motion was carried by the following roll call vote: ayes: Ackerman, Kramer, Kvigne, Olson, VanDelinder

ii. **Approve 2019 Proposed Budget**: With the decision to budget up to $60,000 to replace flooring, but no other building and ground projects, Ackerman moved to approve the Minot Public Library’s budget in the amount of $1,557,391.00, Olson seconded. The motion was carried by the following roll call vote: ayes: Ackerman, Kramer, Kvigne, Olson, VanDelinder

iii. **MPL/WCPL Possible Merger**: Ackerman presented a preliminary memo comparing the budgets of the Minot and Ward County Public Libraries. He explained that since a recommendation from the IEDC was likely to come soon regarding this topic, it would be best to start looking into this now. The Board reviewed the memo and determined that a committee from both libraries should be formed to discuss this. Ackerman and Olson volunteered to serve on this committee and Anderson will coordinate with the Ward County Library Administrator to arrange a meeting.

Meeting Adjourned at 4:14 pm.

Lisa Olson, Secretary