



BOARD MEETING MINUTES:

May 26th, 2022

CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, May 26th, 2022. The meeting was called to order at 6:30 PM and was presided over by President Alison Paul.

ATTENDEES

MEMBERS PRESENT: *Regine Brindle, Ellen Harvey, Regina McDowell, Bryan Maggart, Leslie Murphy Deb Swihart, and President Alison Paul.*

MEMBER APOLOGIES: *None.*

DIRECTOR PRESENT: *Maryann Farnham and Assistant Director, Michelle Spangler, were present.*

GUESTS: *Brenda Weaver and Nolan Beery were present. Staff member Lisa Rummel was also present, to take the minutes.*

APPROVAL OF PREVIOUS MINUTES

April Minutes

Paul corrected “Thermadyn” to “Thermodyn” on the 2nd page. Swihart motioned to accept the minutes as corrected, and Harvey seconded. Brindle called the roll for the vote: Brindle – aye, Harvey – aye, McDowell – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart - aye. The motion passed with unanimously.

FINANCIAL STATEMENTS

Swihart, the treasurer, had reviewed the financials and reported that everything was fine. She was happy that there are no outstanding paychecks from the library employees since direct deposits started. Farnham mentioned that the library has been reimbursed for the ARPA Grant purchases. Murphy motioned to accept the financial statements, claims, and bank and deposit statements and Brindle seconded. Roll was called: Brindle – aye, Harvey – aye, McDowell – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart – aye. The motion passed with all ayes.

ANNOUNCEMENTS

Paul presented Harvey with a plaque recognizing her service as a library board trustee, as this was Harvey’s last meeting.

AGENDA

DIRECTOR’S REPORT

Farnham introduced Nolan Beery, to talk about the Acculevel basement water project. He explained the two options, both of which were included in the recommendation addendum in the board packets. Beery informed the board that the sidewalk would not need to be closed during this project. They will be working from the inside rather than the outside. There will be some slight disruption but not to the sidewalk or public access to the library. There was further discussion about future concerns and the differences between the two options, and a recommendation to avoid future issues. Beery discussed the warranties and gave details about what items will be used and why. Paul asked how quickly they could schedule the

work, if the board agreed. Beery said they could schedule as early as in 1-2 weeks. The library would be responsible for removing the drywall and studs, which are only there to hold up the drywall, beforehand – and for replacing the drywall afterwards. So work can be scheduled as soon as the library is ready. Beery thanked the board for the opportunity to present his proposal then left. The board discussed the cost of drywall and new studs, as well as the need for an electrician to come and add an outlet. It was concluded the cost should be moderate. Murphy asked if the library could afford to do it, with the HVAC issues.

This gave Farnham an opportunity to jump ahead in the agenda and discuss the HVAC system. Day's had wondered in an earlier meeting about lowering the thermostat, to force the HVAC engine to work as it was intended. So far, that has worked. The board questioned why nobody had considered this option last year and were reminded the condenser had broken down last year. Paul also mentioned that QPH would not recommend lowering the thermostat, but gave no reason why. Maggart wanted to know who would be liable if the HVAC ended up breaking because of implementing Day's advice. Paul and Farnham pointed out that since the board okayed it, the library would be liable. In the end it should not really matter, since we were already contemplating replacing the system. This option could buy us some time to better prepare to cover the cost of a total replacement, even if it only worked temporarily. It was noted that we had not received the first electric bill yet, since ramping up the HVAC. Paul thought if the increased bill was less than the cost of a new system, or half the cost of the new system, it was worth paying the extra money on the bill.

The quote from QPH for a new HVAC was for \$81,000.

Maggart and Harvey said Matt Chilcutt had left a message for Farnham and was waiting to hear back from her. Maggart said Chilcutt would likely give the library a good deal if we ended up needing a new system. This would leave us with 3 business quotes: Chilcutt, QPH and Day's.

The email from Levi at QPH was then read into the minutes:

Mary Ann,

Please see the attached. Equipment is 8-10 weeks out. Not ideal.

I had a phone meeting the Friday before last with Carrier and an Engineer from Heapy. I shared documents with them and haven't heard back yet.

While digging through the original files I found some interesting information. The original base bid was for a 40-ton chiller. There was a deduct alternate for the 25-ton condensing unit. What is odd however is I could not see a deduct alternate or add for the second floor duct as we have talked about in the past. I had originally believed that the load issue was just a bad oversight from having to value engineer a solution to get the project cost down. I believe now however, that the load calculation was incorrect from day 1.

I believe our best move forward is the attached quote. Mr. Lohman from Trane also verified with his applications engineers on the load disparity between the quoted condensing units and the existing evaporator coil capacity. Long story short, we don't have to replace the evaporator.

I would be willing to do this T&M NTE (time and material not to exceed). We as a group can negotiate rates and mark up percentages. I want to do what is right, I feel so bad for your organization. I wish I had a way of doing more.

If you have any questions please let me know. If you would like for me to meet with the board to discuss I am at your disposal, just let me know when. I am going to reach out to Carrier again.

Swihart asked about how many tons the proposed system was.

Paul read off the cost amounts from the attached quote, but the size of the system was not mentioned. The size of the system, as well as the past costs and issues with the first and second floors, were discussed at length.

Farnham then returned to the basement water project discussion. The other option, given by Atlas and which they couldn't do fully themselves, was to dig up outside, on the corner of the building. It would cost \$30,000 or more, and would disrupt the sidewalk, causing issues for ADA compliance.

Farnham said she preferred to do option 2. The leak is in the office shared by Bobbie and Lisa, so they would have to move out while the work was being done. Farnham would like to take this opportunity to paint the floor and walls as well, preferably using a mold-resistant paint or something similar if possible.

Farnham next talked about the Indiana Library Passport Program.

People can travel to different libraries and get an electronic badge, and the participating libraries can choose to give out a small "prize" too, such as a postcard. We will be one of the participating libraries, but whether or not we give anything out with the electronic badge has not been decided yet.

Farnham reported that the ARPA funds were received on Tuesday. She also talked over what's happening to the chairs again, and said that the computers are here but haven't been set up yet. Swihart clarified that the charges for this and that the negative balance from April will be gone due to the reimbursement having come in now.

Spangler reported on the Storywalk being almost done. She informed the board about the celebration planned for the opening of the storywalk, on June 3rd. Spangler would love to have various donors each read a page, so they are stationed at various points along the storywalk, but she isn't sure how many will be able to come. Schwartz's will only be there till 11. Spangler shared who all she had invited and how she hopes it will provide photo opportunities.

Maggart complimented Spangler on her tours, and it was discussed that she'd been able to give out a lot of free books, plus a lot for coupons for free books, for those who couldn't take them the day of the tour.

Discussion then moved to the rest of the renovation topics. Nothing has been done about the ceiling tiles in the east meeting room yet, due to the frequent rains recently.

The west exterior step project was discussed again, both why it was needed and that Farnham would like to get rid of the Huntington Street steps entirely, as they can be treacherous in the winter. Farnham pointed out that it's not anything urgent and could wait.

OLD (UNFINISHED) BUSINESS

Brindle spoke briefly about the Miami County Indiana Worth Remembering (MCIWR) time capsule project. MCIWR would like the library board to pick a spot. It's very unintrusive: a hole is dug, the capsule is put in, and a plaque then covers it. She doesn't want to mess up the retaining wall, the driveway, or anything else important, so Farnham had picked a possible location that wouldn't be in the way. MCIWR has started to collect things already. The cost for it will be about \$1500, which they will be fundraising to cover. The time capsule would be opened in 50 years. Brindle said it would be nice if it could be done on Marie Stuart Edwards birthday, September 11th, of this year. There was further discussion regarding what would be going into it and the theme, which hasn't been decided yet. Murphy said she could do something

with her class, but that she doesn't want to overcommit. If she did, she would want to then bring the class to the event where the time capsule is buried. Fundraising was discussed further, and Brindle said they are putting together postcard packages, of county attractions, to sell. Paul said she would buy a set for the library to frame and hang. Paul motioned that the library board give permission to bury a time capsule on our grounds. Harvey seconded. Brindle offered to recuse herself from the vote, but as there were no funds involved with this, it was deemed to not be a conflict of interest. Brindle called roll for the vote, which was as follows: Brindle – aye, Harvey – aye, McDowell – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart – aye. The motion passed unanimously.

NEW BUSINESS

Paul was sworn in on Tuesday by Interim Mayor, Pat Russell. Officers will be appointed in June, so Paul needed to appoint a nominating committee. It is unknown if there will be someone appointed to replace Harvey by then. McDowell and Maggart both agreed to be on the nominating committee. The election of officers will be held at the beginning of the June meeting.

Finally, the board decided on the basement water project, discussed earlier during the director's report. Murphy motioned to go with option 2, of the basement water issue, of \$6,700, with an additional \$500-600 for the other material needed by the library crew and funds to pay an electrician for the new outlet. Brindle seconded and then called the roll: Brindle – aye, Harvey – aye, McDowell – aye, Maggart – aye, Murphy – aye, Paul – aye, and Swihart – aye. The motion to go with option 2 from the Acculevel Recommendation Addendum and all sundry costs passed with all ayes.

The next meeting is on June 23rd, at 6:30 PM.

There being no further business on the agenda, the meeting was adjourned by President Paul at 7:49 PM.

MINUTES PREPARED BY: Lisa Rummel, Peru Public Library staff member

SECRETARY APPROVAL:

(Signature & Date)

_____ **Peru Public Library**