Missoula Public Library

**BOARD OF TRUSTEES MEETING**

**March 24, 2021**

**6:00**

**ZOOM online meeting**

# ORDER The meeting was called to order at 6:00 by Chair, Audra Loyal

**ROLL CALL** Members present were: Audra Loyal, Margaret Wafstet, Becky Mosbacher, Forrest Boughner, Carol Wolfe and Honore Bray.

**OTHERS PRESENT:** Jon Sears – ae design, Karl Olson – MPL Foundation, Desiree Funston – MFPE Union Rep., Citizens - Kathleen Bartlett, Barbara Theroux, Teresa Rodrigues, Dennis Bragg,- KPAX TV, Staff members: Sarah Velk, Pam Carlton, Will Klaczynski, Max Hill, Bradin Farnworth, Crystal Kobayashi, Elizabeth Jonkel, Selya Avila, Lyndy Parke, Kirk Vriesman, Ira Sather-Olson, Teresa Clark, Amanda Allpress, Laura Cote.

**CITIZEN COMMENTS ON ANYTHING NOT INCLUDED ON THE AGENDA**

**None**

**MINUTES – February 24, 2021 meeting –** Becky Mosbacher made a motion to accept the

Minutes as presented. Carol Wolfe, second the motion. Motion carried.

# CITIZENS COMMENTS – None

**CLAIMS** – **January, 2021** Becky Mosbacher, made a motion to accept the claims as presented. Second by Margaret Wafstet, motion carried.

# CITIZENS COMMENTS – None

**STATISTICS –** No questions

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**DIRECTOR’S REPORT**

**Building Budget –** The Soft Play area presented in February will cost $52,493,79. Honore would like to cover that from contingency.

Honore presented an amendment to the AIA contract with ae design and MSR which will cover work from January – Completion.

COVID issues caused the delay in completion of the project and the total of the amendment would see the job through completion. $248,000 is already in the budget but the contract needs to be amended to allow payment.

**Solar Array for the Library –** The walk through for the RFP was last Monday. Five vendors attended the walk through. The RFP will close in April. By the April Board meeting the contract should be ready to vote on.

**Staff reports Pam Carlton**

Pam reported that the Summer Learning Program is in the planning stage. There will be programs on Animal wonders, Humane Society providing dog training, Sun Flowers which will be planted in the second floor outdoor planters and the participants will takes seeds home as part of a Citizen Science program. In April a Neighborhood Forest program will takes place. 200+ participants have signed up to receive seedlings. The species of trees is unknown at this time but the week of April 22 is when the participants will get their trees. Signup was within a short time frame but over 100 families will participate.

**Building Readiness –**

The Donor Wall and the Montana Room Wall are complete. The staff has begun to prepare the building for the opening to the public.

Honore would like to use part of the contingency money to purchase umbrellas for the 4th floor balcony. They were not ordered with other furniture because we were not sure there would be the funding for them. She will have a price at April meeting.

No Citizens Comments.

**UNFINISHED BUSINESS**

**Building Project- Jon Sears**

DAC is progressing well and completing the Punch. There is some hardware issues on the front doors and that should be finished up soon. A few Punch items from the subcontractors will be finished up with in the month.

Jon Explained Change Order 16. The Custom PODS were designed with two shelves on each section. The library wanted four shelves on each. The new shelves are $6042. Forrest Boughner made a motion to accept the change order. Carol Wolfe second the motion. Motion carried.

**Foundation request-** Karl thanked Becky Mosbacher for being a guest at the Foundation meeting on Thursday and invited all Trustees to attend at any time.

**Amend AIA Contract –** Margaret Wafstet made a motion to amend the AIA contract for $240,000 to bring the Contract to date. Becky Mosbacher seconded the motion. Motion carried.

**Purchase of soft play area -** Forrest Boughner made a motion to pay $52,493.79 for the soft play area from the contingency funds. Carole Wolfe seconded the motion, motion carried.

**Opening to the Public –** Honore Bray recommended May 3, 2021 as the opening date to the public. Staff have actively pursued vaccinations and will be fully vaccinated by that date. Forrest Boughner made a motion to open to the public on May 3, 2021 following the protocol from the Risk and Benefits office. Becky Mosbacher seconded the motion, motion carried.

PUBLIC COMMENT:

**OTHER OLD BUSINESS:**

# NEW BUSINESS

**Keys Policy** – Elizabeth Jonkel read an amendment to the key policy to make it applicable to the new building. She will present the amendment at the April meeting for a vote. The library now uses swipe cards and keys.

**Topic: April Library Trustees Meeting**

**Time: Apr 28, 2021 06:00 PM Mountain Time (US and Canada)**

**Join Zoom Meeting**

**https://zoom.us/j/95802140512?pwd=TnhldVZFczlIcnhHWjkzcGJ5TTFPQT09**

**Meeting ID: 958 0214 0512**

**Passcode: 627755**

**Meeting ID: 958 0214 0512**

**Find your local number: https://zoom.us/u/actOdBISqX**

# ADJOURNMENT

Respectfully submitted by:

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Honore D. Bray, Director Date

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Audra Loyal, Chair of the Trustees Date