

**MEDINA COUNTY DISTRICT LIBRARY
MINUTES OF THE SPECIAL BOARD OF TRUSTEES MEETING**

July 5, 2006

The Medina County District Library Board of Trustees met in a special session on Wednesday, July 5, 2006 at 6:00 p.m. at the Buckeye Library.

Roll Call was taken with the following members noted as present: Philip Duke, Thomas Horwedel, Patricia Walker, Karen Hammon, Shoukat Ali Bhamani and Scott Snyder. Library **Staff** members present were: Mike Harris, Director; Brian Hertzell, Business Manager; Diane Dermody, Judy Leuthaeuser, Al Scheimann and Elaine Frankowski. Guests in attendance were Eric Ward of David Milling & Associates Architects.

A motion was made by Karen Hammon and seconded by Patricia Walker to approve the **Agenda** as distributed. The roll call vote was as follows: Thomas Horwedel - aye, Patricia Walker - aye, Karen Hammon - aye, Shoukat Ali Bhamani - aye, Scott Snyder - aye and Philip Duke- aye.

Approval of Posting of Re-Bids for Brunswick - A recommended resolution was offered to approve the posting for bids on General Trades, Millwork, and Electrical work for the Brunswick Library. All other bids have been accepted and contracts have been authorized. Bid opening will occur late July to early August, with anticipated Board action at the scheduled August meeting.

At the time of Site Plan approval, the Board realized that \$100,000 was a small price to pay to provide the “Lift and Grace” of our architect’s original proposal. Harris was told to assume the increase in budget and assure the funding would be there. It is clear from our original bid response that we will need to allocate further funds to this project to maintain budget as we award the last three bids.

The good news is that more than adequate funding is available to keep this and all our other projects on track. At this time, Harris recommends moving \$100,000 from our Buckeye budget, as that project is virtually complete, and \$200,000 from our investment income line item, to allow for the expected increase in bid awards in the remaining bid items. Our architects are confident that any further gaps can be covered by acceptable bid alternate decisions. **RESOLUTION 06-26** Upon motion made by Karen Hammon and seconded Thomas Horwedel, it was **RESOLVED**: That the Medina County District Library Board of Trustees hereby approves the posting for bids on General Trades, Millwork, and Electrical work for the Brunswick Library, and the transfer of \$100,000 from the Buckeye budget and \$200,000 from the investment income line item, to maintain the project budget. The Board asked for a review explaining why the original budget amount for Brunswick is higher. Harris indicated that part of it was because we had to increase the footage of the Library per request from the City Council and increasing the window sizes to provide more lighting to the Library. In addition, since we first prepared the budget, cooper and other building supplies have gone up considerably. Dave Gully from The Ruhlin Company is confident that the bids will come in lower this time as the bidders more fully understand what they are bidding on. We do have sufficient money in owner’s contingency should we need it. After this further discussion, the roll call vote was as follows: Thomas Horwedel - aye, Patricia Walker - aye Karen Hammon - aye, Shereen Lakhani - aye, Scott Snyder - aye and Philip Duke- aye.

The next item was **Discussion/Approval of Design Development for Highland** – Eric Ward from David Milling and Associates distributed informational work sheets with regard to budget and cost estimate history and a proposed cost reduction strategy. These were discussed in great detail. He then presented the site plans and interior of the proposed building. Discussion was held in the past, and particularly at our October 24, 2005 Special Board Meeting, when the Board decided to put the brick back on the building instead of the cement board siding. Questions were asked by the Board to make sure there would be sufficient money to cover the excess of our budget. A recommended resolution was presented that would authorize David Milling and Associates and The Ruhlin Company to formally accept the Design Development drawings for our new Highland Library, and to proceed with construction documents.

After reviewing current architectural plans for the Highland Library, The Ruhlin Company has determined that the current scope of work is \$376,000 in excess of our budget. David Milling and Associates has been working closely with the library to identify where we can revise the scope of the project without serious deterioration of quality. Some of DMA's recommendations, such as changing exterior brick back to cement board siding, were deemed unacceptable to the library. We have been able to once again meet close to a middle ground, and believe that a budget transfer of \$200,000 from our investment income to the Highland Library project will minimize reductions in scope that would affect the quality of the library and the service we are able to provide. **RESOLUTION 06-27 upon motion made by Thomas Horwedel and seconded Karen Hammon, it was RESOLVED: That the Medina County District Library Board of Trustees hereby approves the Design Development drawings for the Highland Library and authorizes proceeding to Construction Documents, with a \$200,000 transfer from our investment income to maintain budget.** The roll call vote was as follows: Thomas Horwedel - aye, Patricia Walker - aye, Karen Hammon - aye, Shoukat Ali Bhamani - aye, Scott Snyder - aye and Philip Duke- aye. Diane Dermody indicated she was very pleased with the current information and will share it with all the patrons that have been asking for updates.

The last item was **Discussion/Approval of Conceptual Design for Seville** - A recommended resolution was presented that would approve the conceptual design of David Milling and Associates for the Seville Library, and to proceed with design documents.

After reviewing our progress on the overall building program, Staff strongly believes that it is in the best interest of MCDL to expand the original scope of the Seville Library project to include a bay window at the south end of the Children's area to serve as a Story Time alcove, an overhaul of the main entrance that will be needed for inclusion of a security system, and other improvements that were not part of the original scope of work. Details of the expanded project are included on page two of David Milling's Seville Library Preliminary Budget, included in this Board packet.

While this work will necessitate an expansion of the budget, it is becoming clear that the investment income the Library has realized through the course of this project, combined with strong oversight by all parties involved, will permit budget increases in our current projects with a very generous allocation remaining for contingencies. Our architects assure us that \$200,000 added to the current budget will ensure that our library program in Seville is as successful as our accomplishments elsewhere in the county. Eric Ward then presented the new design for Seville and pointed out all the

new features that we would like to implement. The Board indicted that David Milling et al did a great job and especially so with the small space they had to work with. **RESOLUTION 06-28** Upon motion made by Karen Hammon and seconded by Scott Snyder, it was RESOLVED: That the Medina County District Library Board of Trustees hereby approves the Conceptual Design for the Seville Library and authorizes the Business Manager to transfer \$200,000 from our investment income to facilitate the project. The roll call vote was as follows: Thomas Horwedel - aye, Patricia Walker - aye, Karen Hammon - aye, Shoukat Ali Bhamani - aye, Scott Snyder - aye and Philip Duke- aye.

There was no need of an **Executive Session**.

The meeting was adjourned at 6:35 pm upon motion made by Karen Hammon and seconded by Patricia Walker. The vote was as follows: Thomas Horwedel - aye, Patricia Walker - aye, Karen Hammon - aye, Shereen Lakhani - aye, Scott Snyder - aye and Philip Duke- aye.

After the meeting was adjourned, Diane Dermody, current Manager of the Hinckley Library, presented the exterior and interior choices for the new Highland Library. All in attendance were very pleased with the choices.

NEXT BOARD MEETING

**Monday, July 17, 2006, 7:00 pm
Buckeye Library**

**Philip Duke
President**

**Patricia Walker
Secretary**