

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES
Special Meeting, Meeting Room, San Juan Island Library
August 31, 2016

Members Present: Fred Henley, Barry Jacobson, Lynn Weber/Roochvarg

Member by phone: Mark Madsen

Staff Present: Laurie Orton, Carrie Lacher

Call to Order: President Mark Madsen called the meeting to order at 10:00 a.m.

Public Access: none

Agenda Approval:

MSC Fred Henley moved and Barry Jacobson seconded to approve the agenda as submitted. Carried.

NEW BUSINESS

Awarding Contract for Roofing Project

Laurie introduced the topic of the roof replacement project by distributing a summary spreadsheet of the three estimates received from Esary Roofing & Siding, Peter C. Schmidt Construction, and Bates Roofing LLC. (The summary spreadsheet and proposals received are attached and included in these minutes.) Mark Madsen explained that he assisted Laurie through the process and encouraged her to keep the invitation for quotes process open to ensure multiple quotes were received. Laurie noted the Library's policy stipulated the Library select the lowest responsible quote. Fred Henley recommended budgeting for a 10% contingency. Laurie noted that the cost of the lowest quote could be accommodated in the current budget. After discussion including issues such as recommended roofing materials, life of the roof and the building, and costs, it was agreed to award the contract to Esary based on costs and experience.

MSC Barry Jacobson moved and Fred Henley seconded that the Board authorize the Library Director to accept the Esary Roofing & Siding quote and proceed with the roofing replacement project. Carried.

OLD BUSINESS

Trustee Recruitment

Laurie noted that as of the original application deadline of August 26th, no applications had been received. Since that date, Laurie and Board members had reached out to several people. The Board expressed its preference to have two to three candidates before beginning the interview process and that end-of-summer was a particularly busy time of year. It was therefore agreed to re-advertise the Trustee position by inviting applicants to attend the Board meeting of September 13th with an indication of interest in applying conveyed by Friday, September 16th.

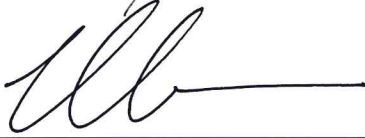
ADJOURNMENT

MSC Fred Henley moved and Lynn Weber/Rooschvarg seconded to adjourn at 10:27 a.m. Carried.

Respectfully submitted:


Board Secretary

Approved:


Board President