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SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES
Special Meeting For the Purpose of Reviewing Project Estimates
Hybrid Attendance—in person in the Library's Meeting Room and by Zoom
(access information provided at www.sjlib.org)
September 30th, 2026

1) Call to Order: President John Aschoff called the meeting to order at 3:03 pm.

Members Present: Boyd Pratt, Karen Vedder, John Aschoff, Cheryl Kringle

Staff Present: Laurie Orton, Anthony Morris, Heather Dima, Kasey Rasmussen

2) Visitors: Leah Martin & Barbara Busetti (Allied8), Stephanie Ingram (Fivedot), Vinita Sidhu (Site Workshop), Chris Abbey (Wellman & Zuck), Steve Bowman, Beth Helstien, Victoria Compton (SJICF)

3) Agenda Approval:

MSC Karen Vedder moved and Cheryl Kringle seconded to accept the agenda as submitted. Carried.

4) New Business

a) Presentation of Project Cost Estimates

- Leah reviewed the documents sent via email and summarized the cover letter. She noted that the cost estimates were developed from the two conceptual designs presented in February 2026, unchanged except for more granular information supplied by various consultants to enable a realistic cost estimate.
- Chris explained the cost estimate creation process, and reviewed CSI divisions and items included in the two cost estimates. He noted that mechanical, electrical, and plumbing (MEP) costs were developed based on LEED Silver requirements.
- Leah presented a soft cost analysis. She reviewed the differences between hard costs, soft costs, and owner costs and presented a total development cost (TDC) for each design concept.
- Discussion was held on annual cost escalations. Leah noted that careful syncing of the fundraising schedule and development schedule will be an important tool to control costs.
- The consultants explained different construction project delivery methods, including Design-Bid-Build, Design-Build, and General Contractor/Construction Manager (GC/CM). Discussion was held on the differences and advantages of these models as a way to control costs and risk.
- Discussion was held on the owner's representative/construction manager (OR/CM) role, and the ideal timeline for hiring an OR/CM based on the different project delivery models.

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- Leah noted that with the majority of the site surveying now completed, we have the necessary documents to work on defining the easements.

b) Pre-Development Meeting Report

- Leah reported on the pre-development meeting with the town and reviewed the permits and other development requirements. She explained that the project complies with current zoning and reported that we're in good shape in terms of the design requirements. Uncertainty remained around the civil engineering requirements, and she noted that some questions will be resolved as the design progresses.

5) Adjournment

MSC Karen Vedder moved and Cheryl Kringle seconded to adjourn the meeting at 4:56 pm. Carried.

Respectfully submitted: Signed by: Karen Vedder F8E662FD5BDA4CD... Board Secretary

Approved: Signed by: John Aschoff ZC81[illegible]D0E419494 Board President