

Mayville Public Library Board Meeting
July 14, 2022

1. The meeting was called to order at 6:00 p.m. by Board President Grant Larson.

Present: Grant Larson, Mike Schmidt, Sue Smith, Carrie Mathison (Mayville School District), Lisa Neumann, Joe Riese and Library Director Jennifer Stasinopoulos. Excused: Geri Feucht.
Guests: Kory Krieser (Integrus), Kyle Loest (JH Findorff and Son Inc.) Clarice Case (Dodge County Pionier) Elijah Riese

Korey Kieser of Integrus reviewed updates on building project checklist with board. Items reviewed by Korey to the board were:

- 1) Target Project Schedule- Kory updated committee on start date for September timeline.
- 2) Project Budget-Kory reviewed Bid Package #1 results and recommendations.
 - A) There were 4 Million worth of building bid costs and the bids came in at 3.5M.
 - B) Discussion of Bid Package #1 individual trade packages:
 - 1) Earthwork, 2) Site Utilities, 4) Building Concrete & Paving, 5) Structural Precast, 6) Structural Steel 7) Doors, Frames, Hardware Supply 8) Roofing 9) ElevatorRebid 3) Site Concrete & Paving.
Motion to accept subcontractor bids 1,2,4,5,6,7,8 as recommended by Integrus was made by Schmidt and seconded by Smith. Motion approved.
 - C) Findorff completed an updated design estimate for hard and soft costs.
 - D) Findorff will provide a performance and payment bond. Kyle discussed the purpose of the P&P Bond with the committee. Smith made a motion to accept the performance bond by Findorff and not require a performance bond from subcontractors. Seconded by Schmidt. Motion approved.
- 3) Utility/Infrastructure Updates
 - A) Kory discussed replacing the tree that will be removed for the utilities.
 - B) Kory discussed payment needed for deposit for Alliant Energies. Smith made a motion to pay Alliant their deposit of \$76,673.51. Seconded by Mathison. Motion approved.
 - C) Kory discussed update of cable, phone, fax line, and Monarch IT teach line.
- 4) Design Updates-
 - A) Kory discussed the update of the stormwater system.
 - B) Kory presented progress of finished drawings from Zimmerman.
 - C) Kory discussed remaining tasks to be completed.
- 5) Utility Cost Projections- Kory presented basement energy cost calculations
- 6) Building Address- Kory stated the library address will be 234 N. John Street.

2. Public Comment: None.

3. Approval of June 9th board minutes- After review Riese made a motion to accept the June 9, 2022 minutes. Schmidt seconded. Motion approved.

4. City Budget Report for June- After review Schmidt made a motion and Riese seconded to accept the June, 2022 budget report. Motion approved.

5. Payment of Bills: After review, the motion to approve payment of the June 2022 bills was made by Schmidt. Mathison seconded. Motion approved.
The totals for June are as follows: General Fund: \$4,632.94; Dodge County: \$1,377.47; Library Trust Fund: \$10,169.58 Total: \$16,179.99

6. Library Treasurer's Report-The June's Treasurer's report was tabled as the City's numbers were not available due to their comptroller being out to attend a seminar.

7. Library Director's Report: Jennifer included a Director's Report in the Board Packet. The Director's Report Packet reviewed: Library Statistics, Monarch System, Personal Activities and Professional Development, Social Media, Operations and Building, Programming, Community Activity, Programs, Collection Notes and Displays. Jennifer highlighted a few points from her reports. After review Schmidt made a motion to accept the Director's report for June. Riese seconded. Motion accepted.

8. Unfinished Business

A. Update on new Library Project-was discussed at the beginning of the meeting.

1. Library Building Project: continued discussion on status of library.

2. Discuss the materials and payment of the bills for June. A motion to pay the following bills: Kunkel Engineering Group, City of Mayville GFL Shed Removal, Hurtado & Zimmerman, SC and Zimmerman Architectural for a total of \$92,419.86 was made by Smith. Schmidt seconded. Motion approved.

9. New Business –

A. Election of Library Board Officers for 2022-23.

A motion to nominate Grant Larson for President was made by Schmidt and seconded by Riese. Motion approved.

A motion to nominate Schmidt for Vice President was made by Mathison and second by Smith. Motion approved.

A motion to nominate Smith for Treasurer was made by Neumann and second by Schmidt. Motion approved.

A motion to nominate Feucht for Secretary was made by Schmidt and second by Smith. Motion approved.

B. Jennifer discussed the current Collection Development Policy which was last revised on 11/20/2008. Jennifer will be updating the policy and presenting to the board.

10. Adjournment- The next regular library board meeting will be Thursday, August 11, 2022, at 6:00 p.m.

At 7:43 pm Schmidt made a motion to adjourn. Smith seconded. Passed.

Respectfully submitted by Lisa Neumann on 7/14/22 in lieu of Geri Feucht, Secretary Library Board Meeting Minutes 07/14/2022.