

PICKERINGTON PUBLIC LIBRARY BOARD OF TRUSTEES  
SPECIAL MEETING  
May 21, 2017

The Board of Trustees of the Pickerington Public Library met in special session on Sunday, May 21, 2017 in the library at 201 Opportunity Way. Members present were Cristie Hammond, Cheryl Ricketts, Todd Stanley and Mary Herron. Staff members present: Tony Howard, Library Director, Brenda Oliver, Fiscal Officer/Human Resources Manager and Colleen Bauman, Community Relations Coordinator.

Absent: Robert Mapes

Branch Construction Discussion

Tony shared the new bid sheets. They met with the contractor of the lowest responsible bid and have secured a more favorable bid. It is still over the original estimated costs. It was discovered in the meeting that there was an error on the architect's behalf that caused higher bids. After making adjustments, the contractor came back with savings in most categories. An explanation of the alternates was shared and discussed. Alternate #3 is moving all the electrical panels into one. Board decided 3 electrical panels were fine and an upgrade on the light fixtures is not necessary. Cheryl asked how much taking out the movable wall affects the use of the space. She felt this change would be significant. Tony said not having the movable wall takes options away for the space and impacts future programming. Todd asked about programming plans for the branch. Tony answered that it will be a fully operational branch with programs for all ages. Tony said what he was asking the Board to make the final decision on the Alternates for the project, award the lowest bid the construction to IAP Governmental Services Group INC. Board decided to keep the operable wall in the project. It makes the space more flexible and the cost will go up if it is decided to change it in the future. Leave the lights as is.

Capital Projects Fund transfers

**5-5-2017 Resolution to approve the transfer of \$45,000 from 4001-760-720-0000 Land Improvement to \$20,000 4001-100-390-3910 Other-Purchased and Contracted Services (all other) and \$25,000 4001-760-740-0000 building Improvements**

Cheryl Ricketts made a motion to approve the transfer of \$45,000 from 4001-760-720-0000 Land Improvement to \$20,000 4001-100-390-3910 Other-Purchased and Contracted Services (all other) and \$25,000 4001-760-740-0000 Building Improvements. Mike Jones seconded. Motion passed with roll call.

Roll Call: Todd Stanley-yes; Mike Jones-yes; Cheryl Ricketts-yes; Michelle Shirer-yes; Mary Heron-yes; Cristie Hammond-yes.

### Branch Construction Bids

#### **5-6-2017 Motion to approve the Construction Bid with Alternate #3 in the amount of \$527,707.17 and award the lowest bid for construction to IAP Governmental Services Group INC.**

Mike Jones made a motion to approve the Construction Bid with alternate #3 and award the lowest bid for construction to IAP Governmental Services Group INC. in the amount of \$527,707.17. Motion passed with roll call.

Roll Call: Todd Stanley-yes; Cristie Hammond-yes; Michelle Shirer-yes; Mike Jones-yes; Cheryl Ricketts-yes; Mary Herron-yes.

### General Fund Appropriations

This increase covers anything additional that may come up with the branch project as well as carpet replacement in technical services; staff's break room and parking lot repair in 2017. It also includes additional funds for 2018 parking lot repair.

#### **5-7-2017 Resolution to increase the 2017 permanent appropriations for the General Fund to \$2,335,520.**

Mary Herron made a motion to increase the 2017 permanent appropriations for the General Fund to \$2,335,520. Todd Stanley seconded. Motion passed with roll call.

Roll Call: Mary Herron-yes; Mike Jones-yes; Cheryl Ricketts-yes; Cristie Hammond-yes; Todd Stanley-yes; Michelle Shirer-yes

### Capital Projects Fund Transfer

Capital Projects Fund balance needs to be increased to complete the remaining projects for this year. The amount transferred will also cover Capital Projects during 2018.

#### **5-8-2017 Resolution to transfer of \$150,000 from the General fund Transfer – Out 1000-910-910-0000 to the Capital Projects Fund revenue Transfer-In 4001-931-0000**

Mary Herron made a motion to transfer \$150,000 from the General Fund Transfer-Out 1000-910-910-0000 to the Capital Projects Fund revenue Transfer-In 4001-931-0000. Michelle Shirer seconded. Motion passed with roll call.

Cristie Hammond-yes; Cheryl Ricketts-yes; Mary Herron-yes; Todd Stanley-yes; Mike Jones-yes, Michelle Shirer-yes

Cristie thanked everyone for come in and adjourned the meeting at 1:23 p.m.

