

Walworth-Seely Public Library
Board of Trustees Special Meeting
January 13, 2020
APPROVED

- I. Call to Order: Meeting was called to order at 5:00 pm by President Jessica Vance
- II. Roll Call/Attendance
 - a. Library Trustees Present: President Jessica Vance, Vice President David Teesel, Financial Officer Anne Culver, Trustee Carol Dame, Secretary Drew Britt
 - b. Library Staff Present: Library Director Anne Brown and Library Assistant Bernie Maurer
- III. Adoption of current meeting agenda

MOTION: Trustee Teetsel motioned to approve the agenda of the January 13, 2020 Board Meeting as presented. Seconded by Trustee Britt. Motion carried.
YES: 5:5: Trustee Vance, Trustee Teetsel, Trustee Dame, Trustee Culver and Trustee Britt
NO: 0

Specific Purpose of the Special Meeting: Discuss items pertaining to the Library Improvement Project and any detail/timelines/issues involved

- IV. Period of Public Expression NA
- V. Review and Discussion of Architect Proposals received and publically opened 1/9/2020
 - 1) The Board looked at each proposal submitted by four architectural firms (MRB Group, BERO Architecture, Passero Associates, and LaBella and Associates) comparing and contrasting costs, past projects, and staffing.

MOTION: Trustee Teetsel motioned to award the contract for architectural services and Clerk of the Works to LaBella and Associates based upon their competitive bid, staffing, and knowledge of the Town of Walworth and understanding of the Library Improvement Project. Seconded by Trustee Dame. Motion carried.
YES: 5:5: Trustee Vance, Trustee Teetsel, Trustee Dame, Trustee Culver and Trustee Britt
NO: 0

- VI. Discussion of bank accounts that will be used to fund the Library Expansion.

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- 1) Discussion of Lyons Bank CDs (that reach maturity on 1/24/2020)

MOTION: Trustee Britt motioned to extend the Lyons National Bank CD in the amount of \$100,000.00 for an additional three (3) months and to extend the Lyons National Bank CD in the amount of \$175,000.00 for an additional 6 months. Seconded by Trustee Dame. Motion carried.

YES: 5:5: Trustee Vance, Trustee Teetsel, Trustee Dame, Trustee Culver and Trustee Britt

NO: 0

- 2) Discussion of maintaining a separate checking account to pay for services associated with the Library Expansion

MOTION: Trustee Culver motioned to open a new LNB checking account with funds in the LNB reserve savings account for bills associated with the library improvement project and construction. Seconded by Trustee Dame. Motion carried.

YES: 5:5: Trustee Vance, Trustee Teetsel, Trustee Dame, Trustee Culver and Trustee Britt

NO: 0

VII. Discussion of Town Joint Meeting Date

- 1) The annual joint meeting of the WSPL Board of Trustees and the Town Board of Walworth will be held on Thursday, February 6, 2020 at 6:30 pm in the Town Meeting Room.
- 2) In preparation for the joint meeting, a Library Improvement meeting will be scheduled with LaBella and Associates for Monday, January 20, 2020 at 6:00 pm. At that time a project timeline will be developed.

NOTE: Trustee Carol Dame left the meeting at 6:50 pm for a previously scheduled engagement.

VIII. Adjournment

MOTION: Trustee Teetsel motioned to adjourn the meeting at 7:04 pm. Seconded by Trustee Britt. Motion carried.

YES: 4:4: Trustee Vance, Trustee Teetsel, Trustee Culver and Trustee Britt

NO: 0