

The Monticello-Union Township Public Library Board of Trustees will meet Monday, August 21, at 4 pm in the program room.

**August 2023
Board of Trustees Agenda**

**Special meeting - Call to Order
Approval of Agenda**

**President Action
President Action**

New Business

Building Plans and Bond Financing
Lancer Associates
Ice Miller and Baker Tilly

Discussion Action

**President's Comments
Comments from Staff/Public
Adjournment**

The library regular board meeting will be held on Monday, September 11, at 5 pm, in the program room.

MUTPL Minute of Special Session on the Building Project & Process held 8/21/23 at 4 p.m.

The MUTPL Board of Trustees met in special session in the library program room on Monday, August 21, 2023, at 4 p.m. Present were Director Candace Wells, Treasurer/Bookkeeper Sharon Bail, Youth Services Manager Tammy Criminger, Circulation Services Manager Scott Miller, and trustees Tom Fletcher, Tom Herman, Don Osten, Jo Piatt, and Emily Thacker. Also present and leading the meeting was Lisa Huntington of Baker Tilly, and on screen were Terry Lancer and Haneen Khader of Lancer Associates Architecture and Kristin McClellan of Ice Miller LLP. Trustees Jamie McKean and Teresa Puterbaugh were absent.

Board President Don Osten called the meeting to order at 4:04 and then turned things over to Lisa Huntington of Baker Tilly, who led the meeting forward to go over not only the building design but also how everything goes together in financing and planning for this project. Attendees were provided a handout focusing on the funding process and also had the architects' plan from the previous meeting. Both handouts were helpful. The following summarizes the main information provided, including the answers to several questions asked during the presentation. **Terry Lancer:** 1) The roof leaks and collapse of the outside ceiling led to discovery that many of the building's materials have reached their lifespan. 2) Updating energy for better efficiency and lower costs is a goal - fully transitioning to LED lighting has a short payback (5-8 years). 3) HVAC needs to be replaced. Other energy related additions include an electric vehicle charging station and solar panels (payback longer but service provided to patrons and community). 4) Much needed interior space provided for patrons now and in future. Flexible possible uses. 5) Timeline: about 4 months in design time plus about 10 months of construction, so 12-14 months total 6) Library would probably NOT need money to get materials early. 7) It would be possible to do some reroofing now and move forward on the plan. However, it would be easier and offer some cost savings if done at the same time as the big overall project. 2) **Lisa Huntington:** 1) Reviewed BOND definition & types, referred all to handout 2) Went over the professional team 3) Covered the process again, how all parts work together and in what order (timing)

Kristin McClellan:

- Reminded trustees that our main job now is to decide how much we will spend
- Consider what we need to provide and improve our services to patrons now and in the years to come
- Once those decisions are made, seek the approval of the County Council (timing)
- MUTPL is in good financial shape for this project.

After screen team members and Lisa left, discussion among staff and trustees followed. Major concerns listed included 1) need for **enough** outlets for computers, etc. throughout the space and 2) the need for space to be **practical** in how it could be used. Staff is already reworking the initial plan's furniture layouts, checking on space actually gained, and thinking about shorter, more easily moveable shelving. In other words, it's still a work in progress. The meeting adjourned at 5:25 p.m.