

Minutes
Converse County Library Board of Trustees
Meeting of February 24, 2014

Present: Scott Barber, Bob Lindmier, David Harned, Karen Werner, Director Karen Hopkins

Absent: Jeremy Matter

Observer: Branch Manager Paul Pidde; Sara Doyle, CCL PR/IM; Cinnamon Hopkins-Johnson, Circulation Manager; Kirk Hissam, Bookkeeper/IT Manager; Randy Hein and Jeff Bond, HeinBond Architects (teleconferencing)

Call to Order: President Barber called the regular monthly meeting of the Converse County Library Board of Trustees to order at 4:48PM, on Monday, February 24, 2014 at the Converse County Library in Douglas.

Consent Agenda Approval: Werner moved that the consent agenda be approved as corrected. Lindmier seconded the motion. Motion carried.

Reports:

- Financial: Harned moved that the financial reports be accepted as presented. Werner seconded the motion. Motion carried.

- Director: Hopkins reviewed the Director Report. Doyle added Craig Johnson, author of the Walt Longmire books, will make appearances in Douglas, Saturday, June 14, and Glenrock, Sunday, June 15 for the One Book Wyoming project, which features his novelette, *Spirit of Steamboat*.

Pidde reported sixty-one people attended the Early Railroad Safety Program in Glenrock.

- Foundation: Barber and Hopkins reported that the Foundation is planning a mail campaign followed by in-person visits to solicit donations for the Endowment Challenge.

Building Project:

- Areas under discussion for the Douglas library project:
 - Existing roof that is retained will have ¼" rise per 12" run with the addition of minimum insulation to bring it up to standards.
 - Existing walls that are retained will have studs added with insulation between the studs.
 - The status of the Douglas building being in a historical area/district vs being an historical building needs to be addressed with the Douglas Historical Commission. Hein will address this with the Commission at their March meeting.

- Raised flooring system: a dozen or more possible suppliers may make it possible to do competitive bidding.
 - Vestibule to function as a ramp to avoid having ramps/steps inside the building.
 - If need be, use small lifts vs ramping.
- Possibility of using the 3-4' adjacent to the south outside wall to act as part of the handicap access.
 - Electric and network cabling stays flexible for future changes.
- Modular/flexible nodes in the ceiling provides capability to rearrange lighting.
- Flexible wall system: HeinBond will forward information from possible suppliers as they receive it.
- Contacting for some specialized systems may provide more benefits if the Library Board or County Commissioners solicit bids.
- Dead zone between the basements would allow the existing building to be demolished at a future date if the need arose.
- Columns can be designed to provide useful space for displays, etc.
- External materials will be brought to the next meeting by HeinBond.
- Building Project Delivery: Design Bid Build vs Construction Manager @ Risk
 - Possible additional upfront cost of CM@R
 - Possible savings of CM@R
 - Possible/probable use of DBB in Glenrock
 - Decisions on what can be included are done earlier with a CM@R so last minute change orders are minimized
- Lindmier moved that the library proceed with CM@R for the Douglas library project with the provision of verifying the variation of CM@R used by Laramie County Library and UW Coe Library. Werner seconded the motion. Motion carried.
- Lindmier moved that the Glenrock library project use the DBB construction model. Werner seconded the motion. Motion carried.

New Business:

- Pre-qualification for the building project: Board discussed the choice selection for pre-qualification process and arrived at a consensus for the March 6, 2014 meeting with the Commissioners, architects, staff, and Owners Rep.

Announcements:

- Pre-qualification Meeting, March 6, 2014, Commissioner Chambers at 1:00 PM
- Progress Meeting, March 13, 2014, at IME offices at 3:00 PM

Next Meeting: Monday, March 17, 2014 at the Converse County Library in Douglas at 4:30 PM

There being no further business to bring before the Board, the meeting was adjourned at 8:18 PM.