



108 East Railroad Street
St. Johns, Michigan 48879
Minutes for Special Meeting
July 2, 20024 at 6:30pm

- I. Call to Order
 - A. Skorna called the meeting to order at 6:32pm
 - B. Members present: Kim Skorna, Chair; Rebecca Daman, Vice Chair; Kendel Darragh, Treasurer; Renae Larsen, Secretary; Kim Kellogg; Shannon Silvernail
 - C. Members absent: Brad Jorae
 - D. Others present: Sara Morrison, Director; Brett Harger, Assistant Director; Jerry Risch, Wieland
- II. Approval of Agenda
 - A. Daman moved to approve the agenda as presented; supported by Kellogg; motion carried unanimously
- III. New Business
 - A. Subcontractor Bids, Summary, and Recommendations
 - 1. Risch presented to the Board the subcontractor bids, summary, and recommendations document created by Wieland
 - a. Risch explained the process Wieland used in arriving at its recommendation for each of the 23 categories, and stressed that the Board was not obligated to follow those recommendations
 - 2. Subcontractor Bids
 - a. Demolition: Daman moved to accept the bid from Asbestos Abatement; supported by Darragh; motion carried unanimously
 - b. Concrete: Darragh moved to accept the bid from Marc Grams Masonry & Concrete; supported by Kellogg; motion carried unanimously
 - c. Masonry: Kellogg moved to accept the bid from Xtreme Masonry; supported by Daman; motion carried unanimously
 - d. Metals: Kellogg moved to accept the bid from Bach Steel; supported by Darragh; motion carried unanimously
 - e. Carpentry: Daman moved to accept the bid from Rajala & Sons; supported by Silvernail; motion carried unanimously
 - f. Casework: Darragh moved to accept the bid from Arch Woodworking; supported by Silvernail; motion carried unanimously
 - g. Insulation: Daman moved to accept the bid from Rajala & Sons; supported by Darragh; motion carried unanimously
 - h. Siding: Kellogg moved to accept the bid from Slater; supported by Darragh; motion carried unanimously

- i. Roofing: Kellogg moved to accept the bid from Ethical; supported by Darragh; motion carried unanimously
- j. Aluminum Storefront: Larsen moved to accept the bid from McCaley; supported by Darragh; motion carried unanimously
- k. Doors: Silvernail moved to accept the bid from MPC Cashway; supported by Kellogg; motion carried unanimously
- l. Windows: Kellogg moved to accept the bid from MPC Cashway; supported by Daman; motion carried unanimously
- m. Landscaping: Daman moved to accept the bid from Smith Lawnsapes; supported by Larsen; motion carried unanimously
- n. Flooring: Daman moved to accept the bid from Superior Floor Coverings; supported by Darragh; motion carried unanimously
- o. Drywall: Darragh moved to accept the bid from Rajala & Sons; supported by Daman; motion carried unanimously
- p. Painting: Kellogg moved to accept the bid from Brushman; supported by Darragh; motion carried unanimously
- q. Movable Partician: Darragh moved to accept the bid from Gardiner C Vose; supported by Daman; motion carried unanimously
- r. Toilet Accessories: Kellogg moved to accept the bid from Product Resource Company ; supported by Darragh; motion carried unanimously
- s. Fireplace: Kellogg moved to accept the bid from Mauer; supported by Daman; motion carried unanimously
- t. Countertops: Darragh moved to accept the bid from Arch Woodworking; supported by Silvernail; motion carried unanimously
- u. Plumbing/Heating: Daman moved to accept the bid from Chasco Plumbing & Heating; supported by Darragh; motion carried unanimously
- v. Mechanical: Kellogg moved to accept the bid from Progressive; supported by Silvernail; motion carried unanimously
- w. Electrical: Kellogg moved to accept the bid from JC Electric; supported by Silvernail; motion carried unanimously

B. Banking

- 1. Journey Checking
 - a. Rural Development requires all money for the renovation project be separate from the library's regular operating funds
 - 1) Darragh moved to authorize Morrison to add the ability to write checks from the library's money market account at Journey FCU; supported by Daman; motion carried unanimously
- 2. LAFCU
 - a. Because of the requirements of Rural Development the renovation project funds currently at LAFCU will have to be transferred to Journey FCU
 - 1) Daman moved to allow Morrison to move all funds from LAFCU to Journey FCU and close the LAFCU account; supported by Darragh; motion carried unanimously

C. Update on Renovation/Move

1. Closure Request for Library Building
 - a. Kellogg moved to close the library's Railroad Street location at 6:00pm on Friday, July 19; supported by Darragh; motion carried unanimously
 2. Authorization to Open at Temporary Location & Set Hours
 - a. Daman moved to open the library's temporary location on Monday, August 5; supported by Darragh; motion carried unanimously
 - b. Members discussed Saturday hours and closures in August
 - 1) Daman moved to begin Saturday hours on Saturday, September 7; supported by Darragh; motion carried unanimously
- D. Other
1. Mint Festival Parade
 - a. Library staff will participating again this year; Board members are invited to join
- IV. Limited Public Comment (Please limit your comments to three (3) minutes in duration)
- A. No public comment
- V. Trustee Comments
- A. No additional comments
- VI. Adjournment
- A. Kellogg moved to adjourn; supported by Larsen
1. Meeting adjourned at 8:40pm

Next Regular Meeting: Thursday, August 8, 2024

The Briggs District Library is barrier-free. This meeting is open to all members of the public under Michigan's Open Meetings Act. For further information, contact the library at (989) 224-4702.