

MINUTES OF OCTOBER 28, 2020, SPECIAL MEETING
BENZIE SHORES DISTRICT LIBRARY BOARD

The Zoom meeting was called to order at 9:34 AM by Jon Armstrong.

Present: Trustees, Jon Armstrong, Ginny Freeman, Jon Hawley, Jim Larsen, Pam Radabaugh, and Jennie Schmitt; Library Director, Stacy Pasche; Brad Warren, building project manager.

Absent: Trustee, Brian Johnson.

???

We did not approve the agenda.

Public Input: None

Discussion concerning amount designated as contingency, the need to remember that the money already spent (on the architect, etc.) does not show up in the construction budget. Question regarding whether the outdoor lockers and new sign will be in Brad's budget or not.

Construction insurance is already included in the regular BSDL budget for 2020-2021.

Business:

1. Construction Updates with Brad Warren:

a. Carpentry costs - Brad

Line 11 - hand demolition - carpentry, will be part of the carpentry total

Line 22 - Carpentry is high at \$135,000.

Line 28 - Thermal Insulation is a bit under at \$10,500. (see explanation under value engineering below).

Line 38 - Yes, we want to relocate the door to the employee restroom.

Eliminate line 39, adding adult changing table in existing public restroom. Stacy is applying for a grant to cover this, and it is a project that could be completed at a different date, separate from the current addition and renovation.

No other numbers changed.

b. Value engineering updates/options -

1. We chose to follow Brad's advise and change the aluminum windows/doors and interior glass & doors to items 1 & 2 rather than items 4 & 5, less expensive, just as efficient, and in keeping with the look/design of the windows in the existing library.

2. line 7, drywall on bottom of trusses with blown in cellulose for better R value and only a net add of \$1,585.

3. line 6, Decided to go with D&W, line 43 in budget, because we already work with them and are happy with their service.

4. line 3, changing to a mid-range lighting package saves \$13,000.

5. Meeting room questions - Brad talked with QE about the cost of floor to ceiling storefront glass; they will come up with a revised design. We agreed that soundproofing is important, so that means leaving the wall mounted mini-split cooling/heating system in the budget, \$4,000.

Motion by Pam Radabaugh/Jim Larsen to approve Brad Warren's construction budget at no more than \$825,000, based on items in the 10/12/20 budget revision #2 we were working from during the meeting. Motion carried, unanimous. Brad will send the new budget on Thursday, October 29th.

2. FFE Proposal Discussion - Stacy sent us Yao Ma's most recent FFE proposal showing carpet and furniture choices. We would like to have QE send carpet samples. We all agreed we prefer the straight line option, rather than the notched ones. Stacy will ask Yao to look for less expensive lounge chairs.

The meeting was adjourned at 11:05AM.

Respectfully submitted,
Ginny Freeman, Secretary