

**MINUTES OF THE CMFPL SPECIAL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, MARCH 12th, 2018**

I. The meeting was called to order by President Virginia Tyson at 7:05pm. Also present were: Jacques LeBlanc, Colleen Hogan, Christine Buff, Vera Trick, Tracy Hansen and Fred Seeba, Marcie Litjens and Bob Chesnut.

II. Special Presentation from BBS Architects from Fred Seeba and Tracy Hansen regarding Facility Assessment and Design. Facility Assessment takes into consideration the priorities of the job and costs. Costs are inflated to cover unforeseen items and include inflation rate of 2 years.

Architectural: ADA compliance, roof leaks, windows, canopy soffit, Community Room Renovation, Staff Room flooring, canopy for east side heat pumps, replacement of ceiling tiles, Emergency Exit windows (not required by code), ADA west entrance door (not required by code)

HVAC: Oil Tank (FOIL, SC Health Services), Humidity Control in Activity Room, Dehumidification of Basement.

Plumbing: Staff Kitchen and Bathroom sink ventilation, Emergency Eye Wash, Replace remaining cast iron, Activity Room sink ventilation, and Install additional outside hose.

Electrical: Computer Area flickers, de-energize electrical fixtures Children's, Smoke detectors (add beam detectors), rear canopy lights replace with LED, replace T12 florescent in basement, 3 way switch in basement (done), East side LED lamps and add fixtures, 3 new fixtures on west driveway, LI Room add LED lamps, 22 high hat fixtures change to LED, re-lamp stack area, community room drip done cord reels, Book RFID system, Community Room Smart Board.

Site: Rear Entrance-add trench drain and drywells, Asphalt repair for standing water and drainage on East side, reset drywell grate on lawn, add landing off of Community room emergency exit, rebuild concrete wall where HVAC is, add bollards outside Children's Room.

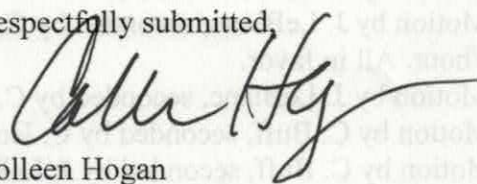
State Ed approval not needed for replace in kind lighting or outside lighting. State Ed approval needed for windows.

Time frame for window design is 2-3 months, 5 months for State Ed approval, 2-3 bids, window fabrication 4 months.

Can expedite review to State Ed to send out for Outsource Review for approx. fee of \$6000+, cutting review time in half.

Other ideas discussed: mezzanine area, acoustics, renovation of computer area, partition for study rooms.

Respectfully submitted,



Colleen Hogan
Acting Secretary

