

**Carmel Clay Public Library
Minutes of the Board of Trustees Meeting
September 27, 2021**

**Monon Community Center
5:30 p.m.**

Present: President Patti Napier, Vice President Ranj Puthran, Secretary Casey Wilson, Treasurer Dan Kramer; Members Jim Garretson, Stephanie Kim, John Williams, Xiao Ou Yuan; Director Bob Swanay; Assistant Director Beth Meyer; Foundation Director Liz Hamilton; Manager Lisa Dick

Guests: Marc Griffith, Kevin Huse, Daniel Fleming, Micah Abbott, Mike Reuter, Hal Espey, Antone Sgro

CALL TO ORDER/WELCOME

President P. Napier called the meeting to order at 5:55 p.m. All in attendance were welcomed.

AGENDA

J. Williams moved to adopt the agenda, seconded by R. Puthran, and the motion carried.

CONSENT AGENDA

Consent agenda included Minutes from the August 23, 2021 Board of Trustees meeting, September Director's Report. B. Swanay stated the internet issues have been resolved due to a new fiber line. In addition, he announced that Elise Story is the new Circulation Manager.

J. Garretson moved to approve the consent agenda, seconded by C. Wilson, and the motion carried.

ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda.

CLAIMS AND WARRANTS

D. Kramer stated interest earnings this month included \$10,000 of interest from maturing CDs. We are two-thirds of the way through the year, and to date we have spent approximately 52 percent, or \$1.3 million, of the operating budget compared to 67 percent. There was nothing to report in regard to the balances. The bond fund will be taken to zero which takes 15 million dollars off the project total.

S. Kim moved to receive the financial report, seconded by J. Williams, and the motion carried.

D Kramer stated that the Skillman invoice was not included in the construction fund because we did not get it in time for this board meeting. For this reason, next month will include 2 invoices from Skillman. The Skillman invoice for this month is \$1.6 million. This will also carry through to the construction cost update. The Skillman number will be the same as it was last month. B. Swanay reported the project is still on time and on budget.

R. Puthran moved to approve the bills list, seconded by S. Kim, and the motion carried.

TRUSTEE LIAISON REPORTS

There were no reports.

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STAFF REPORTS

L. Hamilton stated the information about the naming right and gift opportunities for the grand reopening of the library were included in the board packet. L. Hamilton stated it can be discussed at this time or a vote can be taken to approve the recommendation. L. Hamilton stated she had the document that was approved by the board regarding donors that was created by Ice Miller for when the West Branch sought naming rights. L. Hamilton will send the document to all of the board members. There was a brief questioning and answering conversation. C. Wilson moved to approve the naming right and gift opportunities process, seconded by R. Puthran, and the motion carried.

RENOVATION UPDATE

Marc Griffith with Verdus provided a renovation update. He stated as far as construction cost, we are on schedule and on budget. We are working through some architectural supplemental instructions in the children and the teen departments. The design team is completing the interior and exterior signage package. The final draft should be complete around October 1. That will go out for bid pricing around the middle or end of October. Antone is working with the city of Carmel to obtain a variance for the exterior signage package. It might be obtained through a hearing officer variance. We are close to completion of the FF and E design, working through the process with Ratio and RJE. We are anticipating having that nearing completion toward the end of October. At the October board meeting, we will discuss what that purchase looks like because we are looking to navigate cooperative purchasing to purchase FF and E. In regard to the expansion, the storefront and curtain wall system can be seen. In addition, the masonry is almost complete. Some interior framing can be seen inside the building. Some mechanical, electrical, and plumbing rough-in are also complete. The monumental stair arrived and is being erected and assembled. The renovation process has slowed down somewhat because the construction team is focused on enclosing the new addition before winter. The goal is to have the building weather tight by the end of October. The replacement of the existing roof membrane should take place soon as well. B. Swanay stated the agreement with Java House has not yet been finalized, but the parties are working on it. M. Griffith stated Wilhelm is moving quickly on the parking structure. They have begun to excavate for the elevator and begun to work on the structures around the stairs. Work on the link bridge will begin at the end of October with completion scheduled for late January. We are currently working with Telamon to identify how we are tying the solar into the building. We are coordinating with Duke Energy to try to land that solar infrastructure at the transformer which will reduce our impact to the existing electrical systems. Some modifications will need to be made in the electrical room and possibly expand our switch gear. Lastly, we are awaiting an updated presentation from the city in regards to the roundabouts at 4th Avenue and at Lexington. There have been productive discussions with the CCS assistant superintendent and with Jeremy Cashman. Updated exhibits have been received in regards to the documents conveying the right-of-way to Carmel. Hopefully these documents can be reviewed at the next board meeting.

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OLD BUSINESS

An updated document of project-related expenses was included in the board packet.

NEW BUSINESS

J. Garretson moved to adopt Resolution 5-2021: Resolution for Blanket Appropriation Modification, seconded by C. Wilson, and the motion carried.

The internet policy was updated just today. We did have a current policy but that policy referred specifically to the old building. The second paragraph was stricken with the plan that next year we will add in language that refers to the new spaces we will have in the new facility.

Xiao Ou Yuan moved to approve Resolution 6-2021: Annual Review of Internet Policy, seconded by S. Kim, and the motion carried.

ADJOURN

P. Napier adjourned the meeting at 6:28 p.m.

Casey Wilson, Secretary
Board of Trustees

/jrm