



Minutes October 11, 2017

Meeting:

Marshes of Glynn Libraries Board of Trustees
October 11, 2017 at 5:30 PM

Meeting held in the Board Room at the Brunswick-Glynn County Library, 208 Gloucester Street, Brunswick, GA 31520.

Trustees Present:

Mike Martin, Chair
Ann McGlaughlin, Treasurer
Jane Lafferty
Whitney Bailey
Matthew Permar
Sandy Turbidy
Gloria Burns
Joan Campbell

Excused Absence:

Tashania Garner, Vice-Chair

Staff Present:

Geri Lynn Mullis
Lori Hull
Maureen Hersey

Call to Order:

The meeting was called to order by Chairman Martin.

Chairman's Comments:

Chairman Martin announced there was an emergency at the St. Simons Island Public Library. Mold was discovered on books and furniture. After a discussion, Mr. Permar made the motion to close the St. Simons Island Public Library on October 12, 2017 until further notice pending the completion of an environmental assessment. Ms. Bailey seconded. The motion passed unanimously.

Chairman Martin introduced David Moore and Amanda Gascon, architects from McMillan Pazdan Smith. Mr. Moore and Ms. Gascon will be working on the upcoming Brunswick Library renovation.

Approval of Minutes:

Ms. Campbell made a motion to accept the Board of Trustees Meeting Minutes from August 9, 2017. Ms. Burns seconded. The motion passed unanimously.

The September 13, 2017 Board of Trustees Meeting was canceled due to Hurricane Irma.

Library Reports:

MOGL Report

The MOGL Library report was discussed. The libraries received another PRIME TIME Family Reading Grant for 2018. Ms. Campbell made the motion to accept and sign the Subgrantee Agreement for the Library Services and Technology Act Funds for the 2019 PRIME TIME Family Reading Grant. Ms. McGlaughlin seconded. The motion passed unanimously.

Financial

No discussion on the reports given.

Library Statistics

No discussion on the reports given.



Committee Reports:

Personnel Committee

No report.

Finance Committee

FY19 budget preparation has begun. The Finance Committee for FY18 is Ms. McGlaughlin and Ms. Lafferty.

Constitution, By-laws and Policy Committee

No report.

Strategic Planning Committee

No report.

Old Business:

No old business.

Brunswick Library Renovation Project:

Update on contract with architect

The contract is fully executed with McMillan Pazdan Smith. David Moore and Amanda Gascon with McMillan Pazdan Smith will be the architects on the project. David Moore presented to the board on the progress of the renovation project, and gave the following projected timeframe for completion:

- October 2017: kick-off meeting on 10/11, and update/interiors assessment/electrical engineer meeting on 10/25
- November 2017: staff/board presentations of 11/8, schematic design package to estimator on 11/8, estimate back for review on 11/17-11/22, estimate review on 11/27
- December 2017 – January 2018: design development
- February 2018 – March 2018: contract documents
- April 2018 – May 2018: bid negotiations
- June 2018 – December 2018: construction of phase one (7 months)
- January 2019 – March 2019: construction of phase two (3 months)
- April 2019 – May 2019: furniture and technology installation
- June 2019: project complete

Update on MOU between MOGL and Glynn County

No update.

Review of contract and responsibilities for MOGL and Glynn County

No update.

Update on funding for future needs

Discussed under "Proposal to establish a 'Future Needs Committee'" under "New Business" on the agenda.

Renovation Timeline

Discussed during the presentation by David Moore.

New Business:

Proposal to establish a "Future Needs Committee"

After a discussion, no committee is necessary to complete this project. The board will work on a giving campaign for the Brunswick Library renovation as a whole.

Executive Session:

No Executive Session was needed for the meeting.



Announcements:

The next meeting of the Marshes of Glynn Libraries Board of Trustees will be on Wednesday, November 8, 2017 at 5:30 PM in the Board Room at the Brunswick-Glynn County Library.

Adjourn:

The meeting was adjourned.

Minutes respectfully submitted by Geri Lynn Mullis