



## Minutes February 13, 2018

### Meeting:

Marshes of Glynn Libraries Board of Trustees  
February 13, 2018 at 5:30 PM  
Meeting held in the Board Room at the Brunswick Library, 208 Gloucester Street, Brunswick, GA 31520.

### Trustees Present:

Mike Martin, Chair  
Matthew Permar  
Sandy Turbidy  
Joan Campbell  
Whitney Bailey  
Gloria Burns

### Excused Absence:

Tashania Garner, Vice-Chair  
Jane Lafferty

### Staff Present:

Geri Lynn Mullis  
Ben Bryson  
Maureen Hersey

### Call to Order:

The meeting was called to order by Chairman Martin.

### Chairman's Comments:

Chairman Martin welcomed the guests, Elisa Walker and Rose Bachman, from McMillan Pazdan Smith.

### Presentation by McMillan Pazdan Smith on the Brunswick Library Renovation Project:

Elisa Walker and Rose Bachman presented the Interiors Presentation for the project.

### Approval of Minutes:

Mr. Permar made a motion to accept the Board of Trustees Meeting Minutes from January 10, 2018. Ms. Bailey seconded. Ms. Campbell abstained due to being absent. The motion passed.

### Library Reports:

#### Library Reports

Director Mullis reported on the IT Chat List that was created by library staff and submitted to Glynn County IT for discussion. She also discussed the possibility to use the donation from Ruth Allison Munn and the Winship Fund to purchase self-check machines in the Brunswick Library for the renovation.

#### Committee Reports

Ms. Turbidy reported on her work and research for the volunteer recognition event. She presented an idea to create a pin or bookmark to recognize the hard work accomplished with library book sales. It was requested the recognition be for book sale volunteers as well as volunteers that work within the library. Director Mullis will send a list of library volunteers from both libraries to Ms. Turbidy.

### Old Business:

No old business.



**Brunswick Library Renovation Project:**

**Review of Project Schedule, internal memo, and BOC reports**

There was a discussion. The libraries are on the February 20 County Commission Work Session agenda to give an update of the project. Director Mullis will present, and Chairman Martin will attend as a representative from the Trustees. After the Work Session is complete, Director Mullis will send a Press Release on the status of the renovation.

Director Mullis updated the Trustees on the Bid Process for the renovation. The libraries are able to do a Request for Proposal (RFP) for the contractor, however this is not standard. The standard process is an Invitation for Bid (IFB). The David Moore and Amanda Gascon, the Principle Architect and Project Architect, recommend going with the standard IFB process for the contractor. Chairman Martin requested a conference call with the architects to answer any follow-up questions to the discussion on the Bid Process.

**Update on funding for future needs**

There was a discussion on a funding campaign for the Brunswick Library Renovation Project. Director Mullis will find out from Glynn County if donors may have naming rights to rooms in the renovated facility.

**New Business:**

**Proposal to accept and sign the MOU with Therapy Dogs International for the Reading to the Dogs program**

Ms. Campbell made the motion to accept and sign the MOU with Therapy Dogs International for the "Reading to the Dogs" programs at the Brunswick and St. Simons Island Library. Mr. Permar seconded. The motion passed unanimously.

**Update on new space at the Casino Building for the SSI Library**

Director Mullis updated the Trustees on the status of the new library space in the Casino Building.

**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, March 14, 2018 in Room 112 at the Casino Building on St. Simons Island.

**Adjourn:**

The meeting was adjourned.

*Minutes respectfully submitted by Geri Lynn Mullis*