**Minutes of the Harris Elmore Public Library**

**Board of Trustees Special Facilities Meeting**

**Monday, March 21, 2022**

**Present:** Judy Zimmerman (President), Kent Weis (Vice-President), Toby Farrell (Secretary), Leslie Wyse, Linda Bringman

**Library Staff Present:** Jennifer Fording (Director), Ariel Gresh (Branch Manager)

**Absent:** Ron Busdeker, Brianne Markley (Fiscal Officer)

1. **CALL TO ORDER:** President Mrs. Zimmerman called the meeting to order at 5:30 p.m. at the Elmore facility and via ZOOM. [**https://us02web.zoom.us/j/89122480035**](https://us02web.zoom.us/j/89122480035)

**2. UNFINISHED BUSINESS:**

* **Genoa Branch Gutter Repairs –** Quotes were received from Lighthouse Residential & Commercial Services LLC and Straight Line Gutter LLC. Discussion was held regarding the two quotes and services offered. (See attached documentation included in Secretary’s records.)

**Resolution 2022-23. Be it resolved to hire Straight Line Gutter LLC to repair the Genoa Library gutters.**

Motion made by Mr. Wyse, motion seconded by Mr. Gladden.

Motion carried by unanimous voice vote.

* **Harris-Elmore Library HVAC Replacement -** Quotes were received from Ohler & Holzhauer and Hoffman & Harpst. It was noted that the Ohler & Holhauer quote would require approximately an additional $200 for the cost of permits. Discussion was held regarding the two quotes and services offered. (See attached documentation included in Secretary’s records.)

**Resolution 2022-24. Be it resolved to hire Ohler & Holzhauer to replace the HVAC at the Harris-Elmore Library.**

Motion made by Mr. Weis, motion seconded by Mr. Gladden.

Motion carried by unanimous voice vote.

**3. ADJOURNMENT:** 5:48p.m.

**4. NEXT MEETING:** April 18, 2022 at 7:00 pm at the Harris-Elmore Public Library Damschroder Room

Respectfully submitted:

Ms. Toby Farrell, Secretary

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 Toby Farrell-Secretary Judy Zimmerman-President