

**MINUTES OF THE SPECIAL CALLED MEETING
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
TUESDAY, APRIL 30, 2019
5:00 P.M. - BOARD ROOM
211 E. COURT AVE., JEFFERSONVILLE, IN 47130**

CALL TO ORDER; INTRODUCTION OF GUESTS; PUBLIC COMMENTS

The special meeting was called to order at 5:02 p.m.

Presiding Officer: Linda Baker, President

Board Members Present: Dale Moss, Vice-President; Lynn Wilson, Treasurer; Mark Munzer, Secretary; Steven Palmquist; Margaret Shea

Board Members Absent: Kofi Darku

Staff Members present: Barbara Gillenwater, Debbie Beckham, Lori Morgan, Allison Fredrickson

Guests: Amanda Hunsucker, Kovert Hawkins; John Kleinholter, DK Constructors

Public Comments: None

OLD BUSINESS

Construction Update

Hunsucker stated that they are here to ask for more time to finish the project. The main reason they are asking for more time is because of the additional \$200,000 worth of work that was added to the scope of the project, which is a significant amount since the original contract was for just under \$700,000. They have some plans and ideas to propose with the goal of patron and employee safety and getting the work done in a timely manner.

NEW BUSINESS

Extension of Monday/Tuesday Closings

The plan had been to ask for an additional two weeks of Monday/Tuesday closings, but a new plan was formed yesterday.

Plan A involves how to approach getting the renovation work done in the main areas where the stacks are. It is proposed that we close the library completely, Monday, May 6 – Tuesday, May 21. During that time all the shelving would be moved so the flooring can be replaced, the new wall finishes would be done, and then the shelves moved back into place. Due to safety concerns, Padgett, who will be moving the shelves, did not think it is feasible to be open while the stacks are being moved. Caution tape and plastic are not completely successful when trying to quarantine off an area. While the shelving work is being done, the other trades would continue working in the other areas, including the makerspace, the restrooms, the meeting room, and the study rooms. If we go with Plan A, we would not need to continue the Monday/Tuesday closures into June. We would be ready to reopen to the public. It was also noted that the sub-contractors can all be working here during the May 6 – 22 time period, and later on some of them were not available.

Plan B would be to break down the main stack area in six phases, and do them one phase at a time. This method would add 42 days to the building project and would make a lot of spaces unavailable to the public while we are open.

If we go with Plan A, full-time employees would have enough work to do. Part-time employees would not work the first week, but they could work toward the end of the second week to reshelve the books that were boxed up and they could also do shelf reading. When one side is complete, we can start getting it back in order. It should be back in working order in time for the summer crowd.

The primary goal is looking out for everyone's safety, and getting the public areas back in operation as soon as possible. We especially need to have it ready for the summer crowd that comes in when school is out. Morgan asked if we could be open to the public on Tuesday, May 28, the day after Memorial Day. That is the last Tuesday that we were scheduled to be closed. Hunsucker and Kleinholtzer agreed to the library being open on May 28. DK Constructors is working on Saturdays and Sundays. May 31 was the original substantial completion date. They do not have a new completion date yet, but will try to have one by the Board meeting on May 21.

If we go with plan A, the library will let people know about the closure in the newspaper, social media, and the library newsletter. Most of our programs for May have already been moved to Clarksville. This year Morgan will be visiting the schools rather than the students coming to the library. We will also change the dates for the photo exhibit that was scheduled to be set up this week.

The Board asked if part-time employees could work some at the Branch. That was considered, but Kelien did not have a need for extra help. We may need extra help to get the library back in order to be ready to open to the public. The Board would like us to do anything we can to minimize the impact on part-time employees.

Moss moved: That we go with plan A and be closed to the public from May 6 – May 21. He also stated the Board does not want to be asked to be closed to the public for any more days.

Seconded by: Shea

Motion: Approved

The library will resume normal hours, Mondays through Saturdays, starting May 22.

OTHER BUSINESS; BOARD MEMBER COMMENTS

The next meeting of the Board of Trustees will be on Tuesday, May 21, 2019 at 4:30 p.m.

As there was no further business, the meeting adjourned at 5:23 p.m.