

**MINUTES OF THE SPECIAL CALLED MEETING
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
THURSDAY, AUGUST 29, 2019
4:30 P.M. - BOARD ROOM
211 E. COURT AVE., JEFFERSONVILLE, IN 47130**

CALL TO ORDER; INTRODUCTION OF GUESTS; PUBLIC COMMENTS

The regular meeting was called to order at 4:31 p.m.

Presiding Officer:	Linda Baker, President
Board Members Present:	Dale Moss, Vice-President; Lynn Wilson, Treasurer; Mark Munzer, Secretary; Hilda Kendrick-Appiah
Board Members Absent:	Margaret Shea; Steven Palmquist
Staff Members present:	Lori Morgan Barbara Gillenwater, and Debbie Beckham
Guests:	Hal Kovert and Amanda Hunsucker, Kovert-Hawkins
Public Comments:	None

OLD BUSINESS

Bond Project Updates

Kovert stated Hunsucker has been working hard to get things done. Items completed and in process include:

- The family restroom is operational.
- They finished the safety mechanism for the coil and grill.
- The gravel is in place in the fountain area and the excess gravel has been cleaned up.
- The camera work is being done now. They will finish placing and installing it tomorrow; a different crew will have to come in to make it live. Staff will then have to be trained on how to view the footage.
- A temporary interior door for the recording studio has been installed.
- The materials in the makerspace have been cleaned out; it needs a final deep cleaning.
- Some materials are being stored in the storage room between the office and recording studio. They will work on getting that cleaned out.
- We know what needs to happen with the door hardware, but we don't have the correct locksets on the new doors. It is not the same master key the staff uses for the rest of the building.
- The corner guards have been installed.
- The key pad for the door in the basement was installed today, but is not operational yet.
- Other door operators are functional; we had some issues with a couple of them and work was done on them.
- Morgan stated the ceiling tiles were being painted this morning in Youth Services. A lot are still missing, some were beat up and have water damage. Hunsucker stated those will be replaced, but she doesn't think they have been ordered.

Items which still need to be done include:

- Ceiling tiles throughout the building
- Vinyl graphics will be installed on Tuesday
- The final cleaning, especially in the Makerspace
- The locksets on the doors
- Finish up the cameras
- The planter area where the fountain used to be
- The sound panels have been ordered and should be here mid-September.
- Sound door has been reordered; we anticipate it being here in 4 – 5 weeks.

Kovert stated DK Constructors has made a lot of progress this past week. Kovert had two conference calls with the bonding company. He also spoke to the underwriter for the bond. The underwriter has been talking to the contractor and they have been very helpful in pushing things along.

Most of the spaces are useable and that was a key component. Changing contractors at this point would not get us anywhere. Kovert will not approve any more pay requests to DK Constructors until all the work is done. One punch list in the stack areas was done and the items on that list have been taken care of. A new punch list will be done once a few more items are complete. Both Kovert and Hunsucker have made a lot of phone calls to sub-contractors and that has been instrumental in the work getting done.

Kovert recommends that we remove any further work on the outdoor planter out of the contract and that we directly contract with Walnut Ridge to do the work.

Wilson moved: That Kovert Hawkins be authorized to remove any further work on the outdoor planter from the contract with DK Constructors and deduct that work from the contract amount. Also, that Kovert Hawkins contracts directly with Walnut Ridge to do the remaining work on the outdoor planter.

Seconded by: Munzer
Motion: Approved

Getting the final cleaning done is also crucial to being able to use the spaces; it could also be taken out of the contract.

Munzer moved: That Kovert Hawkins be authorized to remove the final cleaning out of the contract with DK Constructors and deduct that work from the contract amount. Also, Kovert Hawkins will contract directly with a company to do the final cleaning.

Seconded by: Kendrick-Appiah
Motion: Approved

We still expect most of the work to be done by September 6, it looks realistic except for the sound panels and recording studio door.

OTHER BUSINESS; BOARD MEMBER COMMENTS

The next meeting of the Board of Trustees will be on Tuesday, September 17, 2019 at 4:30 p.m.

As there was no further business, the meeting adjourned at 4:50 p.m.