

**Idaho Springs Public Library
Building Activity Committee MINUTES
6:00 p.m., Tuesday, January 6, 2015
@ Idaho Springs Public Library**

I. Call to Order

The meeting was called to order by Kate Foy at 6:05 p.m.

Attending: Marilyn Lunbery
Denise Deese
Kate Foy
Jeremy Morgan

Guests: Gen Palmer - Staff
Sue Lathrop – Staff
Donna Gee – Staff
Omer Humble
Mike Hillman

II. Landscape Committee

The Board was provided a draft copy of the ISPL Landscape Project Prioritization list as well as a copy of an email from Phyllis Adams dated January 6, 2015. After reviewing the prioritization list, the Board agreed before a decision can be on the prioritization list, it needs to be determined if a landscape plan is needed to proceed with phase I (drainage, lower entry way and handicap ramp). Gen will work with Hoehn Architects to obtain a referral for professional advice and will contact the State Historical Society to see if the design of phase I should coincide with the existing design of the building. All communication will be done via email and include the Board. The Board would like to see Phase I begin in this year's construction season therefore request for bids will need to be done in February as this process can take several weeks.

III. Approval of Agenda

Denise Deese made a motion to approve the January 6, 2015 agenda as presented. Marilyn Lunbery seconded the motion and the January 6, 2015 agenda was approved unanimously.

IV. Approval of Minutes

Denise Deese made a motion to approve the October 7, 2014 minutes as presented. Marilyn Lunbery seconded the motion and the October 7, 2014 minutes were approved unanimously.

V. Public Comments

No public comments were made.

VI. Financial Report

Activity Fund Report/November & December 2014

The Activity Fund Report for November & December, 2014 was reviewed as presented. No questions, comments or objections were made. Denise Deese made a motion to approve the Activity Fund as presented. Marilyn Lunbery seconded the motion and the Activity Fund approved unanimously. Kate Foy signed the Activity Fund Report.

Vouchers/November & December 2014

The Vouchers for November & December 2014 were reviewed as presented. No questions, comments or objections were made.

Budget Performance

No questions, comments or objections were made.

It was noted that Carla Reeves is interested in joining the Board and she was invited to attend the February meeting.

VII. Branch Librarian Report - Gen Palmer

A copy of the Branch Librarian Report for September was provided in the packets and reviewed as presented by Gen Chandler. Additional comments include:

- Chrome books were installed.
- The iPads are ready to give to the Board members.

IX. Old Business

No old business was presented

X. New Business

No new business was presented

XI. Adjournment

The meeting was adjourned at 7:18 pm

**The next Board meeting will be February 3, 2015 at 6:00 pm
at the Idaho Springs Public Library.**