

**John Tomay Memorial Library  
Building Activity Committee  
MINUTES  
5:30pm, Monday, October 6, 2016  
@ The Heritage Center**

**I. Call to Order**

The meeting was called to order by LeeAnn Cox at : pm

**Attending:** LeeAnn Cox  
Elaine McWain  
Jon Jennings  
Paul Boat  
Bernie Hausherr

**Guests:** Sue Lathrop – Staff  
Libby Caplan – Staff  
Donna Gee – Staff

**II. Approval of Agenda**

It was requested to add under New Business “Halloween”. No comments, questions or objections were made. LeeAnn Cox approved the amended October 6, 2016 agenda.

**III. Approval of Minutes**

Some typo changes were made. Elaine McWain made a motion to approve the amended September 20, 2016 minutes. Jon Jennings seconded the motion and the amended minutes were approved unanimously.

**IV. Branch Librarian Report – Libby Caplan**

Libby reviewed that Branch Librarian Report as presented. Ideas were discussed for counting patrons and filters for the computer. Halloween was covered in the Branch Librarian Report.

**V. District Library Report**

No District meeting was held since the September meeting.

**VI. Financial Report**

The Budget Performance was reviewed. Some clarification questions were answered. Elaine McWain made a motion to approve the Financial Reports as presented. Paul Boat seconded the motion and the reports were approved unanimously.

**VII. Old Business**

***Building Renovation***

Paul Boat motioned to rescind the motion made in the September 20 meeting to move Building Renovation to the Georgetown Library Association agenda. Jon Jennings seconded and the motion passed unanimously.

Paul Boat made a motion to include Building Renovation in both the Georgetown Library Association and the John Tomay Memorial Library Building Activity Committee meetings. John Jennings seconded and the motion passed unanimously.

***Building Renovation - continued***

Boiler: Blue Sky call back and Libby will schedule them to come in to prepare a bid. No response has been received from Blaine McNeil. It was suggested to contact Lalonde and Clear Creek Mechanical. Libby will obtain three bids to submit for review and approval.

Roof: Libby received one bid from S P Construction and is working on two additional bids and will obtain three bids to submit for review and approval.

Paul Boat made a motion to hire a well-known historic preservation architect for any of the historic portion of the building renovations. John Jennings seconded. Bernie opposed. LeeAnn Cox approved the motion with a four to one vote. It was noted that Hoehn was used for the Idaho Springs Public Library renovation project.

***Bylaws***

The proposed bylaws have only been out for public review for two weeks. It was suggested to continue the bylaws in the November 3 meeting. Elaine shares concerns regarding officers, which was clarified. Paul Boat made a motion to continue the bylaws discussion at the November 3 meeting. John Jennings seconded and the motion passed unanimously.

No other old business was presented.

**VIII. New Business**

***Budget***

Libby reviewed the proposed 2017 as presented in the Dropbox. Discussions included snow removal and the contingency funding for the John Tomay Memorial Library in the District's budget. The District budget is still under review. Jon Jennings made a motion to submit the proposed 2017 budget as presented to the District Library. Paul Boat seconded and the motion passed unanimously.

No other new business was presented.

**IX. Announcements**

No announcements were made

**X. Adjournment**

LeeAnn Cox adjourned the meeting of the John Tomay Memorial Library Building Activity Committee at 6:51 pm. No comments, questions or objections were made

The next meeting will be November 3, 2015 at the Heritage Center (2<sup>nd</sup> floor) at 5:30 pm  
There will be no meeting in December