

Board of the East Grand Forks Campbell Library
Minutes from September 28, 2011 meeting

Present: Gary Christianson, Pat Jacklitch, Kay Buckalew, Sharon Budge, Mike Pokrzywinski, and Charlotte Helgeson

Absent: Mary Gail Homstad and Judi Loer

- I. Motion to accept minutes by Pokrzywinski with a second by Buckalew. Passed.
- II. Motion to pay bills by Budge and second by Jacklitch. Passed.
- III. Old Business
 - A. Jake Boerboon, Project Manager; Terry Hart, Vice President – Director of Operations and Michael L. Spence, Director of Quality from Kraus-Anderson joined the EGF Library Roof Repair team to review a plan to resolve the on-going problems with the library. The KA team will contact a roof designer with forensic experience to join the team and another organizational meeting will be set. Timeline, budget and a final resolution are key components.
 - B. The meeting room floor's seepage problem was due to a water softener hose recycling at 3 a.m. that was not placed properly into a drainage hole. The problem has been corrected and the floor has dried.
 - C. McFarlane replaced the broken VAV controller and worked on reprogramming the HVAC system. They found that an air intake vent has been coated with pollen and cannot continue their work until it is cleaned. They will return to do that cleaning and install access doors into the ductwork to make this process easier to manage twice a year as general maintenance.

A work order has been created to remove the offending trees.
- IV. New Business
 - A. A 20-hour position remains open. Also, Experience Works has been cut by 25% and is on the state and federal cutting options for 2012. The library currently has 2 18-hour positions under the Experience Works program.
 - B. MIRC computer training will be attended by Melody Larson and Eileen Nelson for four weeks beginning in October.
 - C. The support fee for the library's software is due. To replace or update the software has been pushed back another fiscal year.

The next meeting will be Tuesday, October 25, 2011 at 7 a.m. in the Library meeting room.