

**MONROE COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES**

1. At a Special Meeting of the Board of Trustees of the Monroe County Library System held on January 5, 2009 at 7:00 PM at the Ellis Reference and Information Center, the meeting was called to order by Vice-chair MaryAnn Bourque. Roll call by Secretary Larry Gregory as follows:

Present: MaryAnn Bourque, Vice-chair, Larry Gregory, Secretary, Catharine Calder, Trustee, Fred Lux, Trustee, Nancy Colpaert, Director.

Excused: Board chair Elizabeth J. Taylor

Staff: Nancy Bellaire, Marie Sowa, Jane Steed, Bill Reiser

A quorum being present, the Board proceeded to transact business.

2. Motion by Trustee Lux, supported by Trustee Calder, to accept the agenda as printed. Motion carried.
3. Public Comment – None.
4. New Business

The special meeting was called so that board members could meet with architect James Mumby of Fanning/Howey Associates, Novi Michigan. Mr. Mumby will be out of the state on January 12 and unavailable to meet with the board members at the regular meeting scheduled that evening.

The meeting took on a format of a question and answer session.

Mr. Mumby asked if the project would use a construction manager or a general contractor and then explained the differences between a construction manager and a general contractor for board members. A construction manager is hired by the library system and is a member of the library's professional team. The construction manager would package the project into categories and seek bids for the categories. A general contractor assembles bids from sub-contractors and provides a single price for the entire project. Mr. Mumby advocated for using a construction manager saying that hiring a construction manager would provide more flexibility in fine tuning the subcontractors used on the project. He noted that there are several Michigan construction management firms, but not any local firms with library experience. Ms. Colpaert added that there are no local general contractors with library experience either. Mr. Mumby explained that fees for a construction manager vary from 1.5 to 2.5% of the project. Mr. Mumby urged the board to make this decision soon since it would affect the contract between Fanning/Howey and MCLS.

Motion by Trustee Lux, supported by Secretary Gregory to sign a letter of intent with Fanning/Howey Associates making use of a construction manager for the Ellis project. The motion carried.

It was noted that labor harmony language must be included in the bid documents. Trustee Calder asked if labor harmony meant hiring union trades only. Director Colpaert said that she understood it to mean that we had to pay prevailing wages. She will check with the Building Authority officials to clarify this question.

Mr. Mumby explained that he had met with library administration and understood that the MCLS Technology Department would be responsible for planning and coordinating the technology design for the project. Trustee Calder asked if we should consider hiring the architect's technology person. Director Colpaert explained that our technology staff has been involved in planning for technology at all of our construction projects, most recently at the Daume building. Mr. Mumby noted that his firm is willing to work with library staff and stated that there will be information that library staff will need to provide to execute the construction documents.

A designer has not been selected for the project. Mr. Mumby explained that there were four options: Chris de Bear, (Library Design Associates), Alyce Reimenschneider, (Reimenschneider Design), Drew Pennington (TMP) and Cecelia Durand, who works for Fanning/Howey. He indicated that his first choice would be Alyce Reimenschneider. Ms. Calder asked why he wouldn't recommend the designer inside his own firm. He explained that Ms. Reimenschneider's design experience in eighty to ninety libraries would bring more experience to the project. He said that Ms. Reimenschneider's work is consistent, elegant and sophisticated. Mr. Mumby explained that once a decision is made he could hire the designer with the Fanning/Howey fee covering both aspects with no overlap.

Motion by Trustee Lux to follow Mr. Mumby's recommendation to hire Alyce Reimenschneider as the designer for the Ellis project. Ms. Calder stated that she could not support the motion. The motion then died, without discussion, for lack of support.

Vice-chair Bourque asked if there were any further questions and Mr. Mumby indicated that he had a few. He wanted to know how far the board wanted to go in terms of a "green" building and sustainable design. He also wanted to verify the budget at \$2.5 million including architectural fees. And he noted that he wants to hear the board's goals for the project. What do they want to accomplish? What personality would they like the building to take on? Director Colpaert suggested another special meeting before the end of the month. She will contact board members to try to find a time that will work. Ms. Calder suggested a late afternoon meeting.

Mr. Mumby would like to get the project up and running by February 1. He noted that he is willing to work with a letter of intent at this time with approval of an AIA contract in February or March.

5. Board Comments

Board members thanked Mr. Mumby for meeting with them and they look forward to getting the project started.

6. Public Comment - None

7. Announcements

Date of next regular board meeting is Monday, January 12, 2009 at 6:00 PM at the Ellis Reference and Information Center.

8. Adjournment

Motion by Trustee Lux, supported by Trustee Calder, to adjourn the meeting at 8:05 PM. Motion carried.

Respectfully submitted,

Larry Gregory, Secretary

Elizabeth J. Taylor, Chair