

DANVILLE PUBLIC LIBRARY
EXECUTIVE COMMITTEE
MINUTES

President Mark Denman called the monthly meeting of the Executive Committee to order at 4:02 p.m., Monday, July 10, 2023, held at the Second Floor Meeting Room of the Danville Public Library.

Members Present

Mark Denman
Zach Gwinn
Mary Reik

Members Absent

Jane Andrews
Others

Staff Present

Jennifer Hess/Exec Director
Johnson Flanagan/Director of Operations
Ruey Sandusky/Admin Department

Amend or Approve the Agenda:

Mary made the motion to approve as presented, Zach seconded, and the vote was unanimous.

Approval of the Minutes:

Zach made the motion to approve as presented, Mary seconded and the vote was unanimous.

New Business

• **Updates from Jennifer:**

Boiler Replacement Quotes: Jennifer was able to get updated bids from Alpha and Johnson Controls. After asking some questions, she discovered that the Alpha bid was so much lower because it does not include the cost of updating the controls like Johnson and A&R do. Johnson told her A&R did contact them to make sure they could connect to the current system properly but Alpha did not. When she question Dan Roy at Alpha about the controls he said that was a separate bid and he would not bid it until we accepted his bid for the boilers. Johnson provided a bid for the controls only. That added to Alpha's Boiler installation quote makes all three comparable. If the boilers are set up not connected to the controls, they will not be as efficient or be able to be operated remotely.

Mark contacted someone who has experience with choosing HVAC bids. He has asked him to look over the bids we have received and give us some pointers as an impartial party.

Zach asked if the fact Alpha were unwilling to supply the controller bid we need should remove them from consideration.

Mark suggested that Jennifer contact Alpha again and explain that we can't consider their bid without the controllers included.

Ruey asked if since Alpha does not want to bid the controllers if we could add their boiler bid with Johnson's bid for the controllers only to compare price.

Jennifer said she would email Alpha again and see if she can get a complete bid.

Character Story Times: Jennifer reported that our Character Story Times went very well leading up to the Luau and we are planning to do 80's themed Character Story Times leading up to Stranger Things next Month.

- **Items to add to the Regular Meeting Agenda:**

- Jim Keller update: Jennifer will include a copy of his notes from his visit.
- Boiler replacement action item
- Policy action items
- Update the Board on the Stranger Things Event during Director's Report

Old Business

- Jennifer received a signed resignation agreement from the employee who most recently resigned.
- Mark suggested that Jennifer contact Sharda about getting library card sign ups in the school enrollment packets.

The Committee's next meeting will be held on Monday, August 7, 2023, 4:00 p.m., Second Floor Conference Room.

There being no further business to come before the Committee, President Mark Denman adjourned the meeting at 4:21 p.m.