

NEXT MEETING: October 10, 2013 Library Meeting Room 10:00 a.m.

MINUTES of the regular meeting of the Pitkin County Library Board of Trustees on September 11, 2013. Meeting was called to order at 12:08 p.m.

ROLL CALL: Trustees present: John Wilkinson, Barbara Smith, Barbara Reid, Jim Moran and Judi Harris. Also present were County Librarian Kathy Chandler, Jodi Smith, County Facilities Manager, Jocelyn Durrance, Assistant County Librarian, David Kwiatkowski, Project Manager for Pitkin County and Pam Hopkins, architect. Trustees Austine Stitt and Judy Wrigley were unable to attend.

PUBLIC COMMENT: There as no public comment.

#### MINUTES OF PREVIOUS MEETINGS:

July 11, 2013: Motion to approve was made by Judi Harris and seconded by  
Barbara Smith and carried unanimously.

August 14, 2013: Motion to approve was made by Jim Moran and seconded by  
Barbara Reid and carried unanimously.

September 3, 2013: Motion to approve was made by Jim Moran and seconded by  
Barbara Reid and carried unanimously.

September 4, 2013: Motion to approve was made by Barbara Smith and  
seconded by Jim Moran and carried unanimously.

September 5, 2013: Motion to approve was made by Barbara Smith and  
Seconded by Barbara Reid and carried unanimously.

OLD BUSINESS: Jodi Smith reported that the flat part of the library roof is leaking and the entire flat part needs to be replaced. Because it is already fall, the roof replacement cannot be completed before winter. The Hurst Roofing Company has proposed to make temporary repairs this fall with the full replacement done next spring. The Hurst Company will waterproof and guarantee the temporary work against leaks this winter. Jodi Smith also reported that the RFP for the owner's representative for the library expansion has been published by the County.

Pam Hopkins, the architect chosen for the library expansion and remodel, presented her approach to the project and her proposed schedule for the project. From September 11 to

October 16 phase O will involve research and background information. Phase I will include conceptual design and then schematic design and will be between October 16 and December 18. Phase II will include construction drawings and permitting and bidding ending on June 15.

FUTURE MEETINGS:

October 10, 2013: Regular Library Board meeting will begin at 10:00 a.m.

Design team meeting will begin at 11:00 until 12:00 and

again from 1:00 until 5:00—Library meeting room

October 30, 2013: Design team meeting 9:00 to 5:00—Place to be determined

November 14, 2013: Design team meeting from 9:00 to 5:00 with a break for the

regular library board meeting at 12:00—Library meeting room

December 8, 2013: Christmas Pot Luck

December 19, 2013: Design team meeting 9:00 to 5:00—Library meeting room

ADJOURNMENT: Motion to adjourn was made by Judi Harris and seconded by Barbara Smith.

Motion carried unanimously.

Respectfully submitted,

Judi Harris

Secretary