

## MINUTES OF THE BOARD OF TRUSTEES MEETING

February 22, 2022

The special meeting of the Spokane Public Library Board of Trustees was held on Tuesday, February 22, 2022 virtually on Zoom.

Present were:

### MEMBERS

Ms. Lara Hemingway, Chair of the Board  
Mr. Casey Linane-Booey IV, Vice Chair of the Board  
Ms. Mary Starkey  
Mr. Nathan Smith  
Mr. Jim Kershner, Absent

### COUNCIL LIASION

Mr. Jonathan Bingle, Absent

### LIBRARY DIRECTOR

Mr. Andrew Chanse

## **CALL TO ORDER**

The meeting was called to order at 4:01pm by Ms. Hemingway.

## **VISITORS**

Skyler Noble  
Alina Murcar  
Penny Brown  
Nicole Edwards  
Matthew Walker

## **NEW BUSINESS**

### **2a. 2018 UTGO Library Capital Bond Fund #3365 – Walker Construction Contract Adjustment**

Ms. Brown stated that two years ago, we established the not to exceed amount for the GCC contracts at a special meeting. There is an item called preconstruction design services and the formula did not grab that total and thus the not-to exceed amount is incorrect. Additionally, the installation of the children's areas were in design phase and not yet included in the Walker contract. We request board approval to increase the Walker Construction not-to-exceed amount from \$25,150,224 to \$25,366,754 which corrects the error and allows for the graphics and installation of the children's area. Mr. Linane-Booey moved to approve the motion. Ms. Starkey seconded the motion. The motion passed unanimously.

### **2b. 2018 UTGO Library Capital Bond Fund #3365 – Meridian Construction Contract for Approval**

Ms. Brown stated we opened bids on January 15<sup>th</sup> and Meridian was the only contractor to bid. Like the first bids, we are still over budget, but we closed November, December, and January in our financial year, and we are further down the road with Central Library. Ms. Brown outlined the base bid with allowances and alternates, which we want to accept. We can continue to get Central Library closed and then we can bid that book out separately and add other features later. Ms. Brown had to find \$3.2 million, and she showed where the money came from. As projects wind down, we can reallocate funds for items that need to be addressed. We request board approval to proceed with the execution of a contract with Meridian Construction, Inc. to be prepared by Perkins Coie, LLP for the renovation of Indian Trail and South Hill Branch in an amount not to exceed \$6,612,000. This not to exceed amount

includes the Meridian Construction contract in the amount of \$5,811,771 which is comprised of the base bid, allowances, alternates, and sales tax and establishes a provision for construction contingency in the amount of \$799,785 for potential change orders.

Ms. Hemingway asked if the \$3.2 million shortfall included some of the money dedicated to Central Library. Ms. Brown confirmed the dollar amount does not include funding from the Central Library budget. Ms. Brown also mentioned the construction contingency for South Hill and Indian Trail were originally established at 10 percent but due to escalation contingency is now established at 15 percent. Ms. Hemingway asked about \$2.2 million at the bottom of the agenda sheet. Ms. Brown explained these are remaining, uncommitted budgets. Ms. Hemingway asked if when close out occurs, we might find more money to move around. Ms. Brown confirmed. Ms. Hemingway asked if we were in a situation where if all bond dollars are spent, if we have a capital account that we saved in the Library budget. Ms. Brown elaborated on what other funds get moved to capital and reserve. Ms. Edwards added the reserve for capital is over \$639,000. Ms. Brown mentioned the bond projects must end in five years and if we approach late 2024 and have funds available, we must work with bond counsel to approve an extension if we are in an executed contract that has not been completed. Ms. Starkey moved to approve the motion. Mr. Smith seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT**

None

**EXECUTIVE SESSION**

None

**NEXT REGULAR MEETING**

Tuesday, March 15<sup>th</sup>, 4:30 p.m., Virtual, Zoom

**ADJOURNMENT**

The meeting adjourned at 4:20 pm.

Secretary \_\_\_\_\_

Chairman, Board of Trustees \_\_\_\_\_ Date \_\_\_\_\_