

**Minutes of Special Meeting of the  
Alpena County George N. Fletcher Public Library  
Board of Trustees  
May 1, 2019**

**Call to Order:** A meeting of the Alpena County Library Board of Trustees was called to order on Wednesday, May 1, 2019 at 3:33 p.m. by President Joseph Garber.

**Present:**

Trustees: Marcia Aten, Kimberley Krajniak, Ron Meneghel

Via Videoconference: Joseph Garber

Staff: Beth DeCaire, Eric Magness-Eubank, Jessica Luther

Guest: Ron Moulton, Ann Dilcher via videoconference

Absent: Tammy Thomson

**HVAC/Summer 2019:** Ron Moulton of MacMillan Associates presented two timelines for the proposed HVAC installation project of the permanent rooftop unit and needed ductwork. The Design/Build Project timeline is an estimated 10 weeks with completion in July. The Design and Bid Project timeline extends the project to 16 weeks with estimated completion occurring at the end of August.

Magness-Eubank stated that he has reached out to Meridian Contracting Services as a potential general contractor for the project. Ann Dilcher will follow up with Meridian to gauge their interest in the project. Magness-Eubank stated that they had spoken with the environmental engineer regarding cutting into the roof and the potential disturbance of the remaining asbestos from the vibration. The engineer felt it could be done without disturbing the asbestos, however he advised closing the building that day and monitoring the air quality.

It was moved by Aten and supported by Meneghel to proceed with the Design/Build Project (Phase One RTU) with the general contractor to be determined. The motion carried unanimously.

The possible need for scheduling emergency meetings of the Board was discussed with Wednesday being chosen as the preferred day of the week to meet if said need arises.

**Adjournment:** President Garber declared the meeting adjourned at 4:54 p.m. The next regular meeting is scheduled for Wednesday, May 15, at 4:00 p.m.

7

**Respectfully submitted,**



**Marcia Aten  
Secretary**



**Jessica Luther  
Recording Secretary**