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BOARD OF SOMERSET COUNTY LIBRARY TRUSTEES
DRAFT SPECIAL MEETING MINUTES
Wednesday, September 18, 2013; 4:00 pm
Princess Anne Library

Present: Deborah Parker, President; Peter Standford, Vice President (arrived at 4:17); Donnie Price, Treasurer; John Samus; George Milbert; Chris Boyer; Tom Brice; Kirkland Hall, Board Advisor; Tom Hehman, Interim Director,; Jan Gorely, Administrative Assistant; Jerry Boston, County Commissioner; Doug Taylor, County Administrator; Charles Cavanaugh, Director/Solid Waste & Maintenance; Renee Croft, MSDE/DLDS Grant Administrator; John Gorecki and Steve Green, Nason Construction; Linda Riggan and Bill Buttrill, Steering Committee; Julie Widdowson, Director/Department of Tourism; and Liz Holland, Somerset Herald.

CALL MEETING TO ORDER:

President Parker called the meeting to order at 4:00 PM.

Welcome

President Parker thanked all those present for coming to this very important special meeting concerning the new Crisfield Library. She then asked all those present introduce themselves to the group.

Crisfield Library Update

President Parker stated that the time has come to make a very important decision about the project—whether to break ground this fall or wait until next spring. President Parker then gave a brief history of the Crisfield project and asked everyone to keep an open mind and to listen to all the voices before coming to a decision on how to proceed. She then handed the meeting over to Tom Hehman.

Mr. Hehman gave a detailed presentation concerning the Crisfield project as it stands today. This included but was not limited to the status of the fundraising, a list of items that will still need to be completed before a groundbreaking could take place, what monies are presently available and have been requested; how much will be needed for an opening day collection, costs of shelving, technology requirements, etc. He freely admitted that this is a complicated project, with lots of moving parts. He gave the pros for a fall groundbreaking: County support, contractor is ready, state support, delays would cost more money, difficulty in getting subcontractors in the spring, and he also gave the cons: cost of an opening day collection, costs of furniture, change in the fundraising team.

Ms. Croft then explained the entire grant procedure to the group including the timeframe involved in determining whether or not a project will be funded. Projects that request funding by the June 10, 2013 deadline won't know if they have been fully or partially funded until May of 2014. No application for reimbursement could take place until after July 1, 2014.

Mr. Hall left the meeting at 5:05 PM

There was a lengthy discussion among those present concerning the information that had been presented to them. Most had opinions and thoughts on how to proceed and discussed the pros and cons of moving forward this fall or waiting until next spring. Mr. Green of Nason informed the group that the bids were due from the subcontractors that Friday and it would take them about a week to go through the bids to be sure that they were comparing comparable bids.

The Board thought that more information was needed before a decision could be made. They decided to table a decision on the project's start date until next month's board meeting.

At 5:45 PM everyone left the meeting except for the Trustees, Mr. Hehman and Ms. Gorely.

Nason Contract

Ms. Parker asked for a motion to approve the signing of the Nason Contract. Motion was made by Mr. Price, seconded by Mr. Milbert and unanimously approved.

Update on the Status of the Director Search

President Parker has been in contact with June Garcia who reported that thus far she has received one application for the Director's position. Phone interviews will be set up with applicants sometime in October. Finalists will be interviewed in Princess Anne on November 14, 15 and 16.

The next meeting will be on October 9th at 4:00 PM in Princess Anne.

Adjourn

President Parker asked for a motion to adjourn; motion made by Mr. Price, seconded by Mr. Milbert, and unanimously approved--Adjourned at 6:08 PM.

Respectfully submitted,
Jan Gorely
Administrative Assistant