

**Calcasieu Parish Public Library
BOARD OF TRUSTEES
FINANCE COMMITTEE MINUTES**

301 West Claude Street

March 15, 2018

10:00 a.m.

The Calcasieu Parish Public Library BOARD OF CONTROL met in regular session on Thursday, March 15, 2018, at 10:00 a.m. at the Central Library. Mr. Paul Arnold, Chairman, presided.

Present

Mr. Paul Arnold, Chairman
Mr. Anthony Zaunbrecher
Ms. Alice Danclar
Mr. Brent Cating, Ex Officio

Absent

Mr. E. Brent Washington, Vice-President

Also: Ms. Marjorie Harrison, Library Director; Mrs. Tammy Duhon, Human Resources Assistant; Mrs. Peggy Dupuis, Business Manager; Mrs. Pamela Edwards, Associate Librarian, Public Services; Mrs. Loretta Gharst, Associate Librarian, Collection and Computing Services; Mr. David Comeaux, Facilities Manager; ; Mrs. Megan Thomas, Central Library, Programming; Mr. Alberto Galan, Administrative Analyst, Police Jury; Ms. Cathy Frank, Recorder

Welcome and Call to Order – Mr. Paul Arnold, Chairman

Adoption of the Agenda

BY GENERAL CONSENSUS, THE AGENDA WAS ADOPTED.

There were no public comments.

1. Consider approving a Revised Scope of Work for 2018 Sulphur and Central Library capital improvements. The following Scope of Work was discussed:

Improvements to Central & Sulphur Libraries

Calcasieu Parish Police Jury

Scope of Work

February 12, 2018

Scope

	Projected Cost
○ Reroofing (low scoped & pitched metal).	\$1,250,000
○ Study & Meeting Room additions (Sulphur only).	\$200,000
○ Replace carpet & rubber base (Central only).	\$175,000
○ Moving and relocation of book stacks (Central only).	\$50,000
○ Damaged storefront and curtain wall glazing.	\$50,000
○ Clean, seal, and recaulk joints in existing masonry walls (Sulphur only).	\$50,000
○ Refinish, seal, and caulk existing EIFS and rework EIFS detail at roof perimeter and window sills. Provide prefinished metal roof coping. (Central only).	\$250,000
○ ADA Compliance issues.	\$100,000
○ Correct plumbing issues in Restrooms (Central only)	\$20,000
○ Elastomeric coating over split face masonry walls on roof (Central only)	<u>\$50,000</u>

TOTAL PROJECTED CONSTRUCTION COST: \$2,195,000

After much discussion regarding the Scope of Work listed above, the following Motion was made for recommendation to the full Board:

A MOTION WAS MADE BY MR. ANTHONY ZAUNBRECHER AND SECONDED BY MS. ALICE DANCLAR, TO RECOMMEND TO THE FULL BOARD TO MOVE \$1,411,805 FROM THE UNDESIGNATED FUND TO PUT INTO THE CAPITAL PROJECT RESERVE FUND WITH THE DESIGNATED LIST OF IMPROVEMENTS TO CENTRAL AND SULPHUR LIBRARIES PRINTED ON THE SCOPE OF WORK WORKSHEET DATED FEBRUARY 12, 2018, AND DESIGNATE 1,250,000.00 FROM WITHIN THE CAPITAL PROJECT RESERVE FUND FOR EXPANSION PLANNED AT IOWA, VINTON, AND DEQUINCY LIBRARIES. THE MOTION PASSED UNANIMOUSLY.

There were no public comments.

Adjournment

A MOTION WAS MADE BY MS. ALICE DANCLAR AND SECONDED BY MR. ANTHONY ZAUNBRECHER, TO ADJOURN THE MEETING. THE MOTION PASSED UNANIMOUSLY.

There were no public comments.

The meeting adjourned at 10:40am

APPROVED:

Marjorie Harrison, Secretary