

**Pentwater Township Library
Buildings & Grounds Committee
Minutes
05/27/2021**

Call to Order: The Buildings & Grounds Committee meeting was held virtually and was called to order at 3:34 PM by Board President Kendra Flynn.

Roll Call: Present– Kendra Flynn, Joan LundBorg, and Lissa Williams.

Also Present: Mary Barker, Director PTL.

Guest: Josh Wickham, Heirloom Construction.

Construction Project:

- Board formally adopted a budget of \$70,000 for the project.
- Need contract with Heirloom to develop initial plans for the project.
- Need concept drawings ASAP.
- Next meeting Friday, June 4th at 10:30 AM in the library. Meeting will be posted.
- Wickham requested the meeting be a work session. Quorum not present. Start with three board members and stay with that group throughout the planning stage.
- What Wickham needs from us:
 - Time frame for project.
 - Specifics on what we want to accomplish with \$70,000.
 - Keep things functional throughout the project without impact on library services.
 - Get best value for the project in the long run. Most bang for your buck.

Wickham left the Zoom call at 3:47 PM. Amber Jaeb joined the virtual meeting at 3:47 PM. LundBorg left the meeting at 3:48 in order not to have a quorum of board members. Remaining notes taken by Kendra Flynn.

- Lissa volunteered to drop off the building and grounds committee.
- Mary announced that there will be a babysitter for the board members' children so the trustees can attend the meeting.
- Port Wine will provide some prizes for the summer children's reading program.
- Mary will email Mark Trierweiler (Service Club) regarding postponing the June 10th Zoom meeting about landscaping the east side of the library .This will be discussed at the June board meeting.

Adjournment: The meeting was adjourned at ????

Signed: _____

Joan T. LundBorg, Board Secretary