



**Minutes**

**1. Call to order**

Vice-President Snyder called the meeting to order at 10:07 a.m. Secretary Boland was absent. Trustee Westhoff acted as Secretary pro tem and was present by video conference.

**2. Roll call/Trustee requests to attend meeting via electronic means**

Upon roll call, Trustees Brauer, Jefferson, Snyder, and Westhoff were present by video conference. Trustees Boland, Singh, and Vanderhoek were absent.

**3. Approval of agenda**

Trustee Jefferson moved, seconded by Trustee Brauer, approval of the agenda as presented.

Roll call vote:

Ayes: Brauer, Jefferson, Snyder, and Westhoff

Nays: None.

Abstain: None.

Absent: Boland, Singh, and Vanderhoek. **Motion carried.**

**4. Introduction of visitors**

Also in attendance by video conference were Executive Director Jeannie Dilger, Human Resources (HR) Associate Karla Nora, Dan Eallonardo from Independent Construction Services, Sarah Ponto and Kristin Richardson from Engberg Anderson, Joe Schmitz and Dan Zivilik from F.H. Paschen, and Scott Tole from Iron Mountain.

**5. Public comment**

None.

**6. Unfinished business**

a. Renovation bids

- i. Award contract for interior renovation to F.H.Paschen in the amount of \$3,736,650

Trustee Brauer moved, seconded by Trustee Jefferson, to award contract for interior renovation to F.H.Paschen in the amount of \$3,736,650 as presented.

Roll call vote:

Ayes: Brauer, Jefferson, Snyder, and Westhoff  
Nays: None.  
Abstain: None.  
Absent: Boland, Singh, and Vanderhoek. **Motion carried**

- ii. Award contract for moving to Iron Mountain in the amount of \$183,332

Trustee Westhoff moved, seconded by Trustee Brauer, to award contract for moving to Iron Mountain in the amount of \$183,332 as presented.

Roll call vote:

Ayes: Brauer, Jefferson, Snyder, and Westhoff  
Nays: None.  
Abstain: None.  
Absent: Boland, Singh, and Vanderhoek. **Motion carried**

- iii. Award contract for general furnishings to Interiors for Business in the amount of \$224,659.52

Trustee Jefferson moved, seconded by Trustee Brauer, to award contract for general furnishings to Interiors for Business in the amount of \$224,659.52 as presented.

Roll call vote:

Ayes: Brauer, Jefferson, Snyder, and Westhoff  
Nays: None.  
Abstain: None.  
Absent: Boland, Singh, and Vanderhoek. **Motion carried**

- iv. Award contract for tables to Office Revolution in the amount of \$33,730.79

Trustee Brauer moved, seconded by Trustee Jefferson, to award contract for tables to Office Revolution in the amount of \$33,730.79 as presented.

Roll call vote:

Ayes: Brauer, Jefferson, Snyder, and Westhoff

Nays: None.  
Abstain: None.  
Absent: Boland, Singh, and Vanderhoek. **Motion carried**

- v. Award contract for seating to Office Revolution in the amount of \$69,467.43

Trustee Brauer moved, seconded by Trustee Jefferson, to award contract for seating to Office Revolution in the amount of \$69,467.43 as presented.

Roll call vote:

Ayes: Brauer, Jefferson, Snyder, and Westhoff  
Nays: None.  
Abstain: None.  
Absent: Boland, Singh, and Vanderhoek. **Motion carried**

- vi. Award contract for library casegoods to Library Furniture International in the amount of \$178,643.00

Trustee Westhoff moved, seconded by Trustee Jefferson, to award contract for library casegoods to Library Furniture International in the amount of \$178,643.00 as presented.

Roll call vote:

Ayes: Brauer, Jefferson, Snyder, and Westhoff  
Nays: None.  
Abstain: None.  
Absent: Boland, Singh, and Vanderhoek. **Motion carried.**

- vii. Award contract for bookstacks and endpanels to Library Furniture International in the amount of \$332,785.00

Trustee Brauer moved, seconded by Trustee Jefferson, to award contract for bookstacks and endpanels to Library Furniture International in the amount of \$332,785.00 as presented.

Roll call vote:

Ayes: Brauer, Jefferson, Snyder, and Westhoff  
Nays: None.  
Abstain: None.  
Absent: Boland, Singh, and Vanderhoek. **Motion carried.**

## **7. Adjournment**

Vice-President Snyder adjourned the meeting at 10:18 a.m.

Approved: 10-20-20

  
Andrea Vanderhoek, President

  
Tracy Boland, Secretary