

Putnam County Library Board of Trustees Minutes
Called Meeting: December 20, 2019

Called to order by Harry Ingle at 4:35pm.

Board members attending: Harry Ingle, Patricia Phillips, Bryan Payne, Daniel Rader IV, Andrew Binkley

Putnam County Library System staff attending: Phil Schaller, Brian Page, Matt Knieling, Chelsea Gifford

New Business:

Project 2 Proposal: Phil Schaller presented his revised Project 2 proposal, concerning the renovation of the upstairs library area. The new proposal had bids split into individual item types and less specific details regarding the aesthetics of some items. He also provided a writeup with detailed concepts and steps for execution.

Bryan Payne and Daniel Rader asked about the process for bid selection. Daniel recommended bringing the selected bids back to the board for a vote of approval once Phil and his admin staff have made a decision on which bids they favor. It is also discussed that the RFP have a 30 day time frame while the general bids be kept at the required 10 days, with both starting no later than January 2, 2020.

Daniel Rader motioned to proceed with Project 2 as it is proposed with the understanding that preferred bids will be brought back to the board for approval, Pat Phillips seconded. The motion carried.

The meeting is adjourned by Harry Ingle at 4:46pm.