

MORRISON-TALBOTT LIBRARY BOARD OF TRUSTEES

31 OCTOBER 2018 SPECIAL MEETING MINUTES

The Morrison-Talbott Library Board of Trustees held a special meeting on Wednesday, 31 October 2018 at 3:30 p.m. in the library. The purpose of the meeting was to review bids for the automatic door opener on the doors at the northwest entrance of the MTL building. President, Vickie Gardner presided. Trustees present included:

Vickie Gardner	P	Sharon Glessner	P	James Hopkins	A
Phillip Kelley	P	Andrew Mayer	P	Jared Nobbe	P
Kenneth Perkins	P	Judith Tomlinson	P	Rita Trantham	A

Others Present: Elaine Steingrubey, Library Director.

Sharon Glessner moved to approve the agenda. Andy Mayer seconded the motion. Motion carried.

The bid opening was held at 2:00 p.m. on Tuesday, 30 October 2018 in the library. Jen Eckart from Quadrant Design, Library Director, Elaine Steingrubey and one bidder, Henry Gasser Construction were present. The bid from Henry Gasser was the only one bid submitted.

The total bid was for \$7011.00, breaking down to Door Hardware - \$5771.00, Electrical - \$800.00, Other \$440.00, totaling \$7011.00. The bid was within the estimated amount of the contract.

Jared Nobbe made a motion to accept the bid and award the contract to install automatic door openers on the Northwest entrance to the MTL building to Henry Gasser Construction in the amount of \$7011.00. Phill Kelley seconded the motion. Motion carried.

The next Morrison-Talbott Library Board of Trustees regular meeting is scheduled for Monday, 19 November 2018 at 6:30 p.m. in the library. Ken Perkins made a motion, seconded by Judi Tomlinson to adjourn the meeting. Motion carried. Meeting adjourned at 3:45 p.m.