

1 ORCAS ISLAND LIBRARY DISTRICT



3 Special Board Meeting Minutes

4 March 17, 2020

5 Library Board President Martha Fuller called the Special Meeting to order at 3:32
6 p.m. in the Library's Community Room meeting room. Also attending were
7 Trustees Madeline Sheplor, Julia Wrapp (via telephone), Jens Kruse (via
8 telephone), and Teresa Patrick (via telephone); Library Director Phil Heikkinen
9 and staff member Janet Marlow; and contractor Rolf Eriksen.

10 1. Welcome: Martha welcomed everyone to the meeting.

11 2. Review of Proposals for NanaWall Preparation and Installation:

- 12 • Martha reintroduced the proposals discussed at the March 11 Regular
13 Board Meeting and said that the Board's initial concerns from that
14 meeting had been addressed, and could now say with certainty that the
15 bid from Rolf Eriksen was a fixed-fee contract and that there were no
16 other bids which were competitive.
- 17 • Rolf Eriksen joined the meeting at 3:37 p.m.
- 18 • The Board discussed the public perception of commencing a project while
19 the Library was closed due to the COVID-19 virus. Rolf emphasized that
20 it's the safest time to do the project without the public in the area.
- 21 • The Board and Rolf discussed the number of workers on the team and
22 the possible ways to practice social distancing during the work.
- 23 • Martha made a **MOTION** to approve the execution of the agreement
24 with Rolf for the NanaWall prep work in the amount of \$53,024.40 plus
25 an addition of 2% toward costs for performance bonding, plus sales tax,
26 for a total cost of \$58,465.77, contingent upon a signed contract.
27 Madeline seconded, and the **MOTION** passed unanimously.
- 28 • Rolf Eriksen thanked the Board and left the meeting.

29 3. Other: The Board discussed the recent closure of the Library, emphasizing
30 that it was the right choice due to the number of patrons who are either high-
31 risk for complications or children. Madeline pointed out that the American
32 Library Association's stance that all libraries should close was also compelling.
33 Phil informed the Board that there was a staff meeting scheduled for the next
34 day to discuss ways to safely provide some level of service to the public without
35 being open.

36 4. Adjournment: There being no further business, the meeting was adjourned at
37 4:00 p.m.

38 Submitted by Janet Marlow.

39 Approved: _____