

**Minutes of a Special Meeting of the Board of Trustees of Putnam County District Library held at Putnam County Educational Services Center, Ottawa, Ohio 3:30 p.m., May 7, 2010**

**Present:** Beth Myers, Keith Kahle, Ginger O'Malley, Dale Nienberg, Mary Lieb, and Virginia Schroeder.

**Others:** Kelly Ward, Director; Nancy Stauffer, Fiscal Officer

**Guest:** Tony Hovest, Technicon Design Group

Tony Hovest of Technicon Design Group was present to discuss five Requests for Proposal (RFP) related to the construction of the new building.

- A. Motion was made by Beth Myers and seconded by Ginger O'Malley to approve RFP P-001 from L. R. Babcock, Inc. at a cost of \$999.00 to install  $\frac{3}{4}$ " CW line with shut off valve in the northeast back corner of the building. All voted yes on the roll call vote.
- B. Motion was made by Virginia Schroeder and seconded by Mary Lieb to approve RFP E-003 from Bodie Electric at a cost of \$661.00 to provide 1" empty conduit for future garden in the northeast back corner of the building. All voted yes on the roll call vote.
- C. Motion was made by Mary Lieb and seconded by Beth Myers to approve RFP E-002 from Bodie Electric at a cost of \$507.00 to provide four additional floor electrical boxes. All voted yes on the roll call vote.
- D. Motion was made by Dale Nienberg and seconded by Ginger O'Malley to approve RFP E-001 (Bulletin #1) from Bodie Electric at a cost of \$6,480.00 to provide raceways for telephone and CATV (requested by AEP). All voted yes on the roll call vote.
- E. Motion was made by Beth Myers and seconded by Virginia Schroeder to approve RFP G-001 dated 5/7/2010 from Westerheide Developers, Inc. at a cost of \$2,798.00 for under cutting and lean concrete fill. Additional excavating and concrete was needed for the footings due to poor soil conditions and ground water infiltration. All voted yes on the roll call vote.

**ADJOURNMENT.** There being no further business the meeting was adjourned at 4:47 p.m., on motion by Beth Myers. The next regular board meeting will be held on Tuesday, May 18, 2010 at 4:30 p.m.

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Secretary

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President