

Minutes of a Special Meeting of the Board of Trustees of Putnam County District Library, at Putnam County Educational Service Center, Ottawa, Ohio at 4:15 p.m., Tuesday, November 23, 2010

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

Administration: Kelly Ward, Director; Nancy Stauffer, Fiscal Officer; Michelle Johns, Administrative Assistant

PLEDGE OF ALLEGIANCE

BUILDING CONSTRUCTION - CABINETS. There was discussion among the Board of Trustees of the Putnam County District Library in regards to a few sections of cabinets in the new Putnam County District Library. The sections of cabinets were to be located in the new Business Center and the new Meeting Room. The following issues have been brought to the Board's attention:

1. The all white cabinets were to be placed with a white wall background (which they would not be seen).
2. The Ellison dies do not fit properly in the Ellison Die Cabinets. There was miscommunication between Design Group and Technicon on dimensions of the Ellison die machine.
3. The Board will have to decide what style of cabinets they would like to have for the new Business Center and Meeting Room areas.

The Board questioned if we could use the cabinets that we want to change? Nancy Stauffer, Fiscal Officer, commented that we could use the cabinets in different locations. The base and upper cabinets in the Business Center (sink side) can be moved to the Mechanical Room. The Ellison Die Cabinet in the Business Center can be moved to the Book Drop/Sorting Room area. The base and upper cabinets in the Meeting Room can be moved to the Delivery Room (staff area).

The new cabinets could either be plywood cabinets with laminate countertops (wood face) or plastic laminate cabinets and countertops (laminate face). Other options the Board could decide include whether they want to do laminate in business center and plywood in meeting room or plywood in business center and laminate in meeting room. Some of the questions from the Board were:

1. Are the new cabinets the same style?
2. What is the warranty on the cabinets?
3. What will last longer?
4. If water would affect cabinets?
5. What is easier to clean?

Nancy Stauffer called Tony Hovest from Technicon Design Group to discuss with the Board the options for the cabinets. After extensive discussion with Tony Hovest, the board asked Tony what he recommended. Tony recommended that in the Business Center the plastic laminate would be more durable than the wood veneer because of heavy use of the drawers. The cabinets in the Meeting Room would not be used as much so the Board could choose either style of cabinets. The durable, plastic laminate cabinets are also less expensive and require less maintenance than the wood cabinets.

Dale Nienberg had concerns about the downspouts that are located next to the entrance of the new library. Dale was concerned that the water would drain towards the doors instead of towards the landscaping. Dale questioned whether the downspouts could be turned 90° or have an extension to drain the downspouts towards the landscaping. Keith Kahle stated that the rain may have fallen directly onto the concrete instead of coming from the downspout.

Dale Nienberg spoke about his visit to the Ohio State University. Dale spoke with the design students regarding a free design for the back of the new library building. The Ohio State University design students would enter into a contest and the Putnam County District Library would choose the winner.

Motion was made by Dale Nienberg and seconded by Mary Lieb to choose plastic laminate cabinets and countertops (laminate face) for all cabinets contingent upon the interior of the cabinets are made with melamine and the drawers in the Business Center for the Ellison Die Cabinet are a heavy grade drawer 125-150 lbs slide. All voted yes on the roll call vote.

ADJOURNMENT. There being no further business the meeting was adjourned at 5:21 p.m., on motion by Dale Nienberg. The next regular board meeting will be held on Tuesday, December 21, 2010, at 4:30 p.m. at the Putnam County Educational Service Center.

Secretary

President