

**SALEM-SOUTH LYON DISTRICT LIBRARY**  
**BOARD OF TRUSTEES**  
**Minutes of Special Meeting**  
**Tuesday, November 7, 2017**

President: Linda Hamilton  
Vice-President: Deborah Mroz  
Treasurer: W. David McNeill  
Secretary: Amy Randall-Ray  
At large: J. Bernardino, J. Quigly, J. Salvatore  
Director: Donna Olson

Minutes of the Special Board Meeting of November 7, 2017.

**A. Call meeting to order and verify quorum.**

President Hamilton called the meeting to order at 7:00 PM in the study room #4 of the Salem-South Lyon District Library. Present: Hamilton, Mroz, A. Randall-Ray, J. Quigly, J. Salvatore, Director Olson, and Recording Secretary K. Hutchinson.  
Absent: D. McNeill

Visitors: Mr. Ron Cieslak  
Representatives from Shmina Construction  
Representatives from Shaw Construction

**B. Approval of Agenda:**

Motion to approve the agenda was made by J. Salvatore, seconded by J. Bernardino.  
Motion carried unanimously.

**C. Approval of Past Minutes:**

Approval of minutes postponed to next regular meeting due to changes.

**D. Introduction of Guests**

**E. Public Comment**  
None

**F. Construction Manager Interviews**

Schmina Construction introduced their construction management team and outlined their project management skills, successful projects they have managed, and answered questions from the board.

Shaw Construction introduced their construction management team and outlined their project management skills, successful projects they have managed, and answered questions from the board.

**G. Old Business**

1. Bond Attorney

i. Financial Agent

D. Mroz motioned to postpone the financial agent decision to the regular November 27 board meeting. J. Salvatore seconded the motion. Motion carried. L. Hamilton dissented.

**H. New Business**

1. Selection of Construction Manager

Janet Bernardino reported both of the firms interviewed had favorable references. Discussion took place regarding the merits of both firms.

Amy Randall-Ray motioned to select Shaw Construction as the construction manager for the expansion project. J. Bernardino seconded. The motion carried unanimously.

President Hamilton asked Mr. Cieslak to inform the construction management firms of the decision and to ask Shaw to provide a contract to us by November 21.

Pres. Hamilton charged the budget committee to develop a timeline for payment schedules.

**I. Board Comments**

Janet Bernadino reported it was wonderful to have two outstanding construction management firms to interview for this project. A. Randall-Ray thanked J. Bernardino for her diligence in obtaining references for the firms. J. Salvatore thanked Janet and reminded board members to complete the director's review.

**J. Adjournment**

The meeting was adjourned at 9:22 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes of a regular meeting of the Salem-South Lyon District Library, Counties of Oakland and Washtenaw, State of Michigan, held on November 7, 2017, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Respectfully submitted,  
Kathleen Hutchinson, Recording Secretary  
A. Randall-Ray, Library Board Secretary