



**Board Meeting – Special Session  
December 22, 2020  
Minutes**

**Present:** Guy Chittenden, Karen Esvelt-Chair, Stephen Hillis, Susan Stovall  
**Absent:** Royce Embanks  
**Staff:** Jane Ellen Innes, Laura Jones, Star Todd

**I. Call to Order**

Chairperson Karen Esvelt called the meeting to order at 11:05 am.

**II. Acceptance of Agenda and Establishment of a Quorum**

Stephen Hillis moved, Susan Stovall seconded, to accept the agenda as presented. Motion passed unanimously.

**III. Public Comment**

No public comments.

**IV. Grant Update**

Jones distributed a project proposal for updating the Library shelving and flooring. After the Board reviewed the proposal, staff clarified the Board's questions, and discussion of the proposal ensued. After the discussion, Hillis moved, Stovall seconded, to approve the proposal presented by Demco for shelving and approve floor replacement, both contingent on the availability of funds. Motion passed unanimously.

**ACTION ITEMS:**

1. Determine whether an existing seismic zone calculation is sufficient for the shelving supplier.
2. Contact Payne West to determine the impact of shelves on insurance costs.
3. Review the overall plan with the accountant.
4. Prepare a final accounting of the project costs.
5. Staff distributed a project proposal. Board reviewed.

**V. Adjournment**

With no further business before the Board, the meeting adjourned at 12:15 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jane Ellen Innes".

Jane Ellen Innes  
Secretary to the Board