

EASTERN SHORES LIBRARY SYSTEM CONTRACTS COMMITTEE MINUTES

Eastern Shores Library System Offices
4632 S. Taylor Drive, Sheboygan

July 2, 2014

Called to Order: 3:30 P.M.

Adjourned: 4:42 P.M.

PRESENT: Hughes, Wynveen, Szatkowski, Sue Potter, Weinhold

1. Call to Order - Compliance with Open Meeting Law requirements

Hughes volunteered to serve as chair and called the meeting to order at 3:30 p.m. Meeting posted as required.

2. Minutes of previous meeting - October 28, 2013

Wynveen/Szatkowski moved approval of 10/28/13 minutes. Motion carried.

3. Review of proposed specifications for a new bookmobile vehicle.

Determine timetable and funding.

Weinhold and Potter reviewed the specifications document and design. These documents had been reviewed extensively by the staff and the vehicle mechanics. Committee members had questions about vehicle cost; alarm/light system for steps; training; exterior graphics; driver/passenger seats; and GPS antenna. Weinhold will confer with consultant and provide responses. Committee also discussed the air-ride suspension, generator, and the solar panels

Committee discussed the need to have the funding for the new vehicle committee before putting the specifications out to bid. Counties have already committed to \$125,000 to the new vehicle. ESLS Board should request that Counties continue that funding for 2016 to 2020, so that ESLS could borrow (from the State Trust Fund) the balance of vehicle cost and use that continued funding to pay off the loan on the vehicle. To accomplish this, Committee should make recommendation on specifications and funding to the Board at its July meeting.

4. Review of Library System and Member Library contracts

Weinhold reviewed the upcoming contracts to be considered or under the purview of the committee.

5. Resource Library Agreement for 2015

The agreement will be considered in August. The 2015 contract will use the CPI index for determining payment and will continue the reference liaison service.

6. Adjourn

Wynveen/Szatkowski moved to adjourn. Motion carried. Meeting adjourned at 4:42 p.m.

Next meeting, July 21 at 4 p.m. with conference call.