

**Minutes of the C.A. Friday Memorial Library Board of Trustees
Work Session
Wednesday, March 27, 2019, 1:00 pm**

Trustees Attending: Ard, Granroth, Hall, Van Nevel

Trustees Attending via Phone: None

Trustees Absent: Gjovik, Kuney, Peplau

Also Attending: Rae Ann Ailts, Mike Darrow, Jennifer Rickard, Ron Volkert, Noah Wiedenfeld

Call to order: Granroth called the meeting to order at 1:00 pm. Quorum was established and the meeting was properly noticed under Wisconsin Open Meeting Law.

Approve Agenda: (Ard/Hall) Motion to approve the agenda; passed unanimously by voice.

Review and Discussion of Submitted RFQs for Architectural and Engineering Firms: Twelve firms submitted RFQs for our project. Some discussion occurred about the firms and their proposals in which we would like to obtain further information. Supplemental questions were discussed to provide greater clarity prior to selecting firms for interviews. Questions will be sent out to the firms Friday, March 29, 2019 and due back Friday, April 5, 2019. A follow up meeting will occur to select firms for interviews.

As we are looking for additional information from each firm, the March 27, 2019 meeting at 4:30 pm has been canceled.

(Ard/Hall) Motion to approve supplemental questions as discussed to be sent to the firms Friday, March 29.

Communications: None.

Adjourn: (Ard/Van Nevel) moved to adjourn at 2:05 pm; passed by voice.

Submitted by: Jennifer Rickard