

Livingston County Library Board of Trustees
Minutes of the August 5, 2024
Special Session Meeting

Call to Order

Crystal Narr, President, called the Livingston County Library Board of Trustees to order at 8:03 a.m. on Monday, August 5, 2024 in the Smithson Room on the 2nd level of the Main Library. Those in attendance were Sadie Beetsma and Sherry Parks, in person. Crystal Narr, Rachel Hershberger and Jeff Keck attended via Zoom, as did Library Director, Sue Lightfoot-Horine. A quorum was met.

The Special Session was called due to the emergent plumbing issues at the Youth Library. Library Director Sue Lightfoot-Horine recapped the recent occurrences of bathroom drains backing up and the remedies including flushing done thus far to correct the issue. She then explained the findings in the camera scope and resulting project outline to replace plumbing fixtures and lines to allow efficient flow of waste beneath the bathroom floors.

After discussion, a motion was made and seconded to allow Constant & Sons Digging to make the necessary repairs with stipulations of keeping the Youth Library doors open, receiving necessary permits and licenses, and if subcontractors are used they also have permits licenses, and bonds for the City of Chillicothe. The project will begin Tuesday, August 6th and portable toilets will be offered for public restroom facilities secured by the contractor. (Parks/Keck). The motion passed unanimously.

Sue Lightfoot-Horine, Library Director, discussed the cooling issues of the Main Library and outlined plans for the upcoming project. Plans include asking for Request for Proposals from area HVAC vendors in preparation of Request for Competitive Bids. Vendors will be asked to tour the facility, perform needs and assessments, review building plans and existing ductwork, and propose the most efficient way to cool and heat the facility.

Adjournment

A motion was made to adjourn and was seconded (Keck/Hershberger). The motion was unanimously approved.

The next meeting will be held on Thursday, August 15, 2024 at 4:30 p.m. in the Court Room, 2nd Floor, at the Main Library pending cooling issues resolved and via the recurring meeting Zoom link.

Respectfully submitted,

Sue Lightfoot-Horine, Library Director & Acting Secretary