

UNICOI COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES EMAIL VOTE
March 7th, 2024

The Board of Trustees of the Unicoi County Public Library was notified via an email from UCPL Director Morgan Olson on Thursday, March 7th, 2024, of a time sensitive decision related to the purchase of replacement shelving for the Children's area of the library, which is actively undergoing repairs and renovation.

Members available to vote via email were President, Cathy Griffith, Treasurer, Shane O'Hare, Secretary, Andy Frazier, and members Stana Donnelly, Jenna Lafever and Gail Snodgrass. Vice President, Jan Bowden was not available to respond.

- I. Email to the Board. Ms. Olson sent a summary of the situation to all Board members at 11:26am on Thursday, March 7th, 2024.

- A. Proposal and Layout – Patterson Pope

Ms. Olson shared with the Board that she had received the proposal for new shelving for the children's room, but that the cost was going to be much more expensive than anticipated. Due to the amount, she felt it best to get Board approval before proceeding. The grand total for the quote is \$38,020.90 and includes all materials, shipping costs, inside delivery and professional installation by the Patterson Pope Team. If approved there should be just enough time to complete this and possibly have the children's room functional before the Summer Reading Program. Going with another company would likely not allow that to happen. Ms. Olson had also investigated some non-custom shelving options through the library supply company, Demco, and the pricing was similar. This custom solution includes both built-in permanent shelving and movable shelving that gives the staff some flexibility to use the space in a variety of ways that will be a significant improvement from what was possible prior to the accident. Ms. Olson also noted that about \$53,286 has been raised so far and based on other estimated costs for repairs and replacement, this expense should not put us over budget for the project.

- a. Approval of the new shelving proposal. Upon the motion of Mr. O'Hare, seconded by Ms. Snodgrass, the new shelving proposal was unanimously approved as submitted.

Respectfully submitted,



Andy Frazier, Secretary