

## **DRML BOARD OF TRUSTEES**

### **Building Meeting Notes**

February 12, 2025

#### **Attending:**

Barbara Yerrick, Underhill; Holly Hall, Director; Sharon Lockwood, Jericho; Pegs Gibson, Underhill; Sven Lindholm, Jericho; Linda Almy, Underhill; Nancy Karlson, Jericho; Abbey Heimlich, Youth Librarian  
Irene Bihun, Jericho

#### **Call to Order:**

- The meeting was called to order by Sven at 7:05 PM.

#### **Agenda Adjustments**

- None

#### **Comments from the Public**

- None

#### **Capital Planning**

- **Review RFP**
  - The purpose of the RFP was outlined and the RFP reviewed. Abby and Holly have a list of architects who have worked with Libraries in the past. The RFP will be sent to about 5 firms on the list.
  - Fundraising and Bond procurement timing and processes were discussed.
  - How/where will furniture, shelving, etc., be included in the price of the estimate discussion. The RFP will request an estimate for these items.
  - Several RFP points were refined.
  - A list of our high level needs will accompany RFP
- **Identify Next steps**
  - Refine RFP and finalize for April 9th meeting.
  - Work on slide show continues
  - Explore Google or google like options that are free to use.

#### **Adjournment**

The meeting was adjourned by Sven at **8:23 PM.**