

STILLWATER COUNTY LIBRARY COUNTY CENTER STEERING COMMITTEE

MINUTES OF MEETING

Thursday, February 25th, 2016 at 6:30 p.m.

Stillwater County West Annex

431 Quarry Rd

COMMITTEE MEMBERS PRESENT: Tyrel Hamilton (Chair), Lee Schmelzer (Vice-Chair), Kathy Hollar (Secretary), Kris Good, Della Haverland, Kenneth “Corky” Kem,

COMMITTEE MEMBERS NOT PRESENT: Jeff Limburg, and Bob VanOosten.

GUEST: Melissa Kramer (Columbus Community Foundation)

I. CALL TO ORDER: Ty called the meeting to order at 6:30 p.m..

II. MINUTES APPROVAL: Corky moved to approve the amended minutes from the February 9th meeting. Kris seconded; with all in favor, motion carried.

III. UNFINISHED BUSINESS:

- A. **Reviewed the RFQ/RFP-** Corrections may be made to include; striking Community Center and replacing with County Center, on page 9 placing Proposal Review and Award before Selection Criteria, verifying Insurance amounts and that they apply to the RFQ, on page 10 combining selection criteria bullets 2 & 4. We will continue changes by email. We need to add in a scope and purpose of the facility to address what are needs are. Kris will email out a scope for us to review.
1. Release date: April 1st
 2. Advertising: We would like to advertise in Builders Exchange and Stillwater County News.

Funds need to be discussed and an agreement drawn up, possibly County setting up a line item to send funds through. Della will talk to Joe to discuss this.

- B. **Review Facility Space Needs:** Discussed defining the spaces and being committed to the square footage. This leaves it to professional design. We will remove the collection from the square footage and give them the linear foot of the collection.

IV. New Business

- A. **City Council Update.** **Committee members had to leave, no quorum to discuss.

B. Stillwater County News – Credit to Stillwater County and the Columbus Community Foundation for Being Fiscal Sponsors. **Committee members had to leave, no quorum to discuss.

V. Set Next Meeting Date: March 8, 2016 6:30. Della moved to have meeting March 8, 2016
Kris seconded; with all in favor, motion carried.

VI. ADJOURN: With no more business to be discussed, Kris motioned to adjourn. Della
seconded; with all in favor, motion carried. The meeting adjourned at ___ p.m.

The next regularly scheduled meeting is, March 8, 2016 at 6:30 p.m. at the Stillwater County West Annex located at 431 Quarry Rd, Columbus, Montana.

Kathy Hollar
Stillwater County Library County Center Steering Committee Secretary