

JACKSON PARISH LIBRARY BOARD
JONESBORO, LOUISIANA
MINUTES – August 9, 2013

The special meeting of the Jackson Parish Library Board was held on Friday, August 9, 2013, at 9:00 a.m. at the Jackson Parish Library with the following members present: Mrs. Sylvia Baker, Mrs. Carolyn Crawley, Mrs. Sherri Ezell and Mrs. Dean Rushing. Mrs. Faircloth, Mrs. Gates and Mr. Riley were also in attendance.

The meeting was called to order at 9:03 a.m. by Mrs. Sherri Ezell. Mrs. Crawley gave the invocation. Mrs. Ezell welcomed everyone to the meeting.

Mrs. Gates reviewed the low bid of Ragan Builders in the amount of \$1,049, 750.00. Mr. Riley reviewed the validity of the bids received. He also addressed concerns regarding which aspects of the project were included in the bid. He stated that the construction bid includes the parking area. Motion Mrs. Crawley, second Mrs. Rushing to approve the low bid of Ragan Builders, Inc. in the amount of \$1,049,750.00 for construction of the Chatham Branch and recommend to the Jackson Parish Police Jury that the bid of Ragan Builders, Inc. be authorized for award. Motion carried with four ayes, zero nays and two absent.

Mr. Riley then reviewed a tentative time schedule. He discussed the need for a pre-work conference in order to get a construction schedule and list of sub-contractors. He also reminded everyone that the contractor will have 340 days until substantial completion is required. He reviewed the various delays by law and lien periods. The Library will be working with the contractor to coordinate the purchase of carpet on state contract, the installation and wiring for security and the necessary data and telecommunications for the branch. Mr. Riley also advised that the contractor is responsible for the utilities during construction, but that said utility deposits will be the responsibility of the library.

Under announcements, Mrs. Gates advised that the Bylaws, Policies & Procedures Committee meeting will be Monday, August 19, 2013, at 9:30 a.m. and the regular Board meeting will be Monday, August 19, 2013, at 11:00 a.m. The Jury meeting will be Monday, August 12, 2013, at 5:30 p.m. at the community center. The Annual Trail Blazer meeting will be hosted by the Library on Friday, September 20, 2013, and the library will be closed to the public for this event. She also reminded everyone that budgets are due earlier than usual and a Finance Committee meeting will need to be scheduled.

There being no further business, motion Mrs. Crawley, second Mrs. Baker to adjourn. Motion carried. The meeting was adjourned at 9:42 a.m.

Mrs. Sherri Ezell, President

Mrs. Crystal Gates, Secretary