

**Minutes of Meeting: Fairhope Public Library Board of Trustees**  
**Monday, February 17, 2014**

The meeting was held in Fairhope Public Library's upstairs conference room and was called to order at 6:23 p.m., by Cecil Christenberry, in Martin Lanaux's absence at the beginning of the meeting. Others in attendance were Molly Peterson, Carson Nicolson, Councilwoman Diana Brewer, Erik Corinas with the City of Fairhope's Building Maintenance Dept., and Tamara Dean – Library Director. Martin Lanaux entered the meeting near 7:00 p.m. Minutes from the January 2014 meeting were reviewed and approved as presented.

**Reports:**

Library director, Tamara Dean, gave a review of the Library employee, statistical, and financial reports. After review by those present, the three reports were accepted as presented.

**Business:**

The meeting began with a report from Erik Cortinas, who is in charge of the City of Fairhope's building maintenance. Mr. Cortinas reported that he had recently met with the library's architect and general contractor. They are following up with and will continue to pursue warranty claims on the library's roof leaks. Regarding the HVAC system, Cortinas noted that the AC was not regulating the air throughout the building and that the library continues to have failures with the air handlers. Technicians were scheduled to visit the following week to "commission" the AC system. The City would pay the approximately \$7100 for this process, then there would be an evaluation to see what repairs are needed and what those might cost. Mr. Cortinas noted that the problems with the stucco might be related to the problems with the building's trim. Regarding the slate pavers in front of the library, Mr. Cortinas reviewed recent treatments of the pavers with a non-slip coating, as well as options for replacement of the slate with other surfaces materials. The board agreed to defer a decision until Mr. Cortinas and the architect met to discuss optional surfaces. Tamara and Martin would be in contact with Cortinas regarding the recommendations after the upcoming discussion with the architect.

Tamara reported that signage for the "Iris Meinema Fiction Room" was being prepared and that, once in place, she would follow with a press release regarding this matter.

Regarding the personnel matter from the January Board meeting, Tamara reported that a written reprimand had been issued to the employee. No other incidents were noted.

Carson asked about the status of the Personnel Handbook for the library. Diana would be meeting with Paul Myrick regarding the City's Personnel Handbook and would ask about the library's status of coverage and application of policies under the City.

Tamara reported that the City wants to add new handicapped parking spaces around the library, and that they will be surveying the surrounding block to determine appropriate locations for such.

**With no further business to discuss, the meeting was adjourned at 7:15 p.m.**

**Respectfully Submitted on April 1, 2014 by: Molly M. Peterson**