

A special meeting of the Lancaster County Library Board was held Tuesday, December 19, 2017, at 5:30 p.m. in the Caroliniana Room of the Main Library. Members present were James Boling, Lynne Carroll, Deborah Cureton, Margaret Gamble, Phyllis Jarvis, George Kirlin, and Thomas Monroe. Also present were Rita Vogel, director, and Nicholas Miller, Lancaster County Procurement Director.

One member of the public attended.

Chairman Thomas Monroe called the meeting to order at 5:30 p.m.

No public comments were made.

The purpose of this special meeting was to finalize Procurement's Request for Qualifications so that it could be submitted to the Infrastructure and Regulations Committee on January 9, 2018.

Various Board members voiced their thoughts to state that the Board leave the verbiage for the RFQ to Mr. Miller whose skills enable him to format an appropriate document. Mr. Miller's basic advice to the Board was that it prioritize the work to be done at the Main Library and the other two branches and give him that information to allow him to complete the RFQ.

Discussion arose concerning the Lancaster Library being the hub of the system and in the most need of relocation/renovation, Kershaw being in need of attention before the work at other sites, and Del Webb being the most modern and in least need of renovation although its patron numbers are rapidly increasing. Mr. Miller responded that many of these concerns could be addressed when a project manager is chosen.

Once the bidding is closed, the bids will be opened and the people chosen as evaluators will look over the submissions and decide what firms will be brought in to do presentations. Then the architects will sit with Board members and Ms. Vogel and ask for specifics. County Council will release the funding whenever it is satisfied with the overall plan for all buildings within the system.

Mr. Miller will finalize the RFQ for presentation at the I & R Committee Meeting on January 9, 2018.

Chairman Monroe thanked Mr. Miller for his valuable assistance.

The next regular Board meeting will be January 30, 2018, at 6:30 in the meeting room at Del Webb.

Respectfully submitted,

Phyllis Jarvis, Board Secretary