

LIBRARY BOARD MEETING -- Friday, April 1, 2016

Present were board members Vi Lovejoy, Craig Friar, and Evelyn Allen. Stu Watkins and Pat Piper were unable to attend. Also present was librarian Susana Fernandez.

Minutes of the March meeting were read and approved.

Exterior Repairs Project: The results of the bid opening on March 17th were reviewed (see attached). Craig recused himself from any discussion and from voting on the awarding the contract due to his relationship with Ron Bodman. Craig's daughter is married to Ron Bodman's son. With the absences of Stu Watkins and Pat Piper there was a lack of quorum and the board was unable to vote on awarding the contract. A meeting will be scheduled at a later date when a majority of board members can be present to vote.

2014-15 Audit: Susana distributed letters which were received from the Secretary of State regarding problems with our 2014-15 audit. Susana has contacted Joe Wegner and Laura Fisher of HMW to discuss what needs to be done to resolve the issue. A letter of response was reviewed and approved.

E-rate: Two bids were received for installation of high-speed fiber optic Internet and provision of telecommunications services for the library for the next five years (see attached). Bids were received from Charter Communications and LSN. Following review of the proposals, the motion was made and seconded that we accepted the proposal submitted by LSN of Portland. Motion passed.

Farmers Market: Susana shared a letter received from James Blair (see attached) requesting permission to use the library's auxiliary parking lot for a farmers market. Mr. Blair would like to use the parking lot every Saturday from Memorial Day through Labor Day from 9 a.m to 4 p.m. During that time they would also like access to the library's electricity. After some discussion it was decided to deny Mr. Blair use of the library's parking lot. Of greatest concern was the fact that the library is open on Saturdays during the hours that the market would be open. Library patrons would have difficulty finding parking. It was also felt Mr. Blair's plan to provide for live music would be disruptive to library users.

Next regular meeting: Friday, May 6, 2016.



RICHARD P. TURI

Architecture & Planning

**CHETCO COMMUNITY PUBLIC LIBRARY
EXTERIOR REPAIRS PROJECT**

BID DATE: 3/17/16

PROJECT NO. 1510

BID TABULATION FORM

<u>NAME OF BIDDER</u>	<u>BASIC BID</u>	<u>DAYS NEEDED</u>	<u>EST. DATE TO BEGIN</u>
Bodman Const.	\$79,983.00	90	Immediately
McLennan Const.	\$84,151.00	45	Immediately
DLB Const.	\$95,629.00	95	May 3, 2016

Fiber Internet Service Proposal

These prices will remain in effect throughout the initial service period, subject to the following contingencies:

- Final engineering, design and site visits; and
- Complete Terms & Conditions are provided in our service contract.

Customer may take delivery of service in July 2016 per USAC funding requirements.

Investment for Fiber Internet Services Based On a 36 Month Term

Location	Service	Bandwidth	Monthly Service Fee	One Time Charge
		100 Mbps	\$1,100.00	\$1,000.00
405 Alder Street Brookings, OR 97415	Fiber Internet - SPEED	500 Mbps	\$2,300.00	\$1,000.00
		1Gbps	\$3,800.00	\$1,000.00

* /28IP and 24/7 Circuit Monitoring & NOC Support are Included in cost.

Please review Charter's standard Tax Policy:

Taxes, Surcharges, and Fees. Customer shall pay any sales, use, property, excise, or other taxes, franchise fees, and governmental charges (excluding income taxes) arising under this Agreement, in addition to any surcharges that may be imposed as may be permitted under and consistent with applicable law. A copy of Customer's tax exemption document, if applicable, must be provided to Charter to certify tax-exempt status. Tax-exempt status shall not relieve Customer of its obligation to pay any applicable franchise fees. Charter reserves the right from time-to-time to change the surcharges for Services under this Agreement to reflect the charge or payment obligations imposed on Charter which Charter is permitted or required under applicable law to pass through to Customer (e.g., Universal Service Fund ("USF") charges, franchise fees, etc.).

Investment for Fiber Internet Services Based On a 60 Month Term

Location	Service	Bandwidth	Monthly Service Fee	One Time Charge
		100 Mbps	\$900.00	\$0.00
405 Alder Street Brookings, OR 97415	Fiber Internet - SPEED	500 Mbps	\$1,900.00	\$0.00
		1 Gbps	\$3,000.00	\$0.00

* /28IP and 24/7 Circuit Monitoring & NOC Support are Included in cost.

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5000 x 60
 5 years - 180,000
 (36,000/y)

Curry County Libraries - ELAN & Internet Network

Pricing Individual Addresses

Location Name	Address	Service Type	Bandwidth	Contract Term	One Time Installation Cost	Monthly Cost	Estimated Monthly	Notes
Curry Public Library District	94341 3 rd St, Gold Beach, OR	ELAN	1Gbps - Ethernet	5 Years	\$12,075.00	\$450.00	\$66.50	
		INTERNET	250Mbps - Direct Internet Access					
Chetco Community Library	405 Alder St, Brookings, OR 97415	ELAN	1Gbps - Ethernet	5 Years	\$21,047.00	\$450.00	\$66.50	
		INTERNET	250Mbps - Direct Internet Access					
Langlois Public Library	48234 US-101, Langlois, OR 97450	ELAN	1Gbps - Ethernet	5 Years	\$271,219.00	\$450.00	\$66.50	Estimated Monthly Total = \$701.00
		INTERNET	250Mbps - Direct Internet Access			\$187.50	\$0.00	
Port Orford Public Library	1421 Oregon St, Port Orford, OR 97465	ELAN	1Gbps - Ethernet	5 Years	\$30,333.00	\$450.00	\$66.50	
		INTERNET	250Mbps - Direct Internet Access			\$187.50	\$0.00	
Coos County Libraries North Bend, OR	(Optional Site for catalog access)	ELAN	100Mbps Ethernet	3 Years	\$0.00	\$500.00	\$73.75	

Taxes & Fees are subject to change. Estimations for taxes and fees are provided as a guideline.

One time installation costs are listed per address and apply one time to any one or more services ordered.

All costs are reflected in whole numbers and any USAC/Erate discount calculation is the responsibility of the customer.

$$\begin{array}{r}
 42240 \times 60 = 42,240 \\
 21,047 \\
 \hline
 63,287 \\
 (12,658/\text{yr})
 \end{array}$$

3/31/2016

Hello Susana,

My name is James Blair and I'm a professionally trained Chef, I would like to set up a new farmers market here in Brookings. This market will show case fresh locally and regionally grown, produced, raised and caught foods. The market will also be used to educate the market visitors on the importance of sustainable farmers market. From reducing pollution and carbon footprints, how supporting local businesses is great for the local economy, (for every dollar spent locally is on average re-spent in the locally economy three times before that dollar leaves the local economy), able to consume fresher foods and to meet their neighbors.

The market will have around 20 to 25 vendors, which will consist of farmers, food vendors, local brewer's, other food vendor's, (jams, salsa's, candy, popcorn, etc.), fresh Oregon caught seafood, locally and regionally made clothing and other good's, while live music by local musicians are performed.

This market will be ran by a non-profit company, which we would like to have this market every Saturday from Memorial Day to Labor Day weekends, hours would be 9am to 4 pm. The farmers market, (south coast farmers market), will carry a 1 million 2 million dollar liability insurance policy listing Chetco library as additionally insured. While we are just starting out we are able to pay \$100 dollars a week for the space, while keeping it clean after each market. I would also like to ask if there is any chance of acquiring electricity. I have included a site map for your consideration.

Thank-you for your time and consideration, and look forward to your response.

James Blair

541-373-1406