



**Board of Directors Meeting
Tuesday, October 22, 2022 @ 3:00 pm
241 SE 7th Street, Madras, OR 97741**

MINUTES

Attending

Board: Susan Stovall, Tiffany Turo, Guy Chittenden, Karen Estvelt, Stephen Hillis.

Staff: Jane Ellen Innes, Gabrielle Beebe, Laura Jones.

1. Call to Order

Susan Stovall called the meeting to order at 3:00 pm.

2. Acceptance of Agenda and Establishment of a quorum

Stephen Hillis moved, Karen Estvelt seconded to approve the agenda as distributed and with flexibility.

3. Public Comment

None.

4. Owners' Representative

All present reviewed and modified the initial version of the Owners' Representative Request for Quote for the upcoming library building expansion.

Changes included:

Change Project Team to Design-Build Team

When determining interview questions for potential owners' representative, securing grants will be part of the fundraising plan, and ask about experience working with salvaged materials (the curved beams).

Board requested clarification about whether posting responses to clarifying questions about the Owners' Representative RFP constitutes "in writing."

5. Adjourn

With no further business before the meeting adjourned at 4:47 pm.

Respectfully submitted,

Jane Ellen Innes
Secretary to the Board