

Vespasian Warner Public Library District  
Property Committee  
December 9, 2021 Meeting Minutes

Meeting called to order at 10:004am

Members present: Ed Torbert, Janelle Sams-Thomas

Others present: Samantha Rusk, Lucas Snow

The minutes from the October 6, 2021 meeting were approved as written.

#### HVAC Planning

The committee reviewed a proposal from Entec for a building assessment and HVAC plan. Rusk and Snow updated the committee that Entec may have some opportunities for incentives from Ameren for the project. Rusk will contact Entec for a timeline and a more in-depth description of the services to be provided during the assessment. The committee also discussed engineering firms and the Professional Services Selection Act. Snow will coordinate with some local firms to get ballpark estimates to see if the library is required to go through the selection process. Torbert also suggested looking into project management firms as an option to streamline the process.

#### Capital Plan Update

The committee discussed the current capital plan and noted several areas that need to be updated. Snow and Rusk will work over the next year to coordinate updated prices and timelines with vendors.

Meeting adjourned at 10:43 am