

**Antigo Public Library  
Board of Trustees  
Minutes of Meeting Held March 28, 2023  
Regular Meeting: 5 p.m.  
McGinley Room, Antigo Public Library  
Sheryl Perkins, Presiding**

| Name                            | Attendance | Notes       |
|---------------------------------|------------|-------------|
| Sheryl Perkins, President       | Present    |             |
| Moira Scupien, Vice Present     | Present    | Via Zoom    |
| Ken Shestak, Policy Chair       | Absent     | Out of town |
| Becki Kassis, Build/Groun Chair | Present    | Via Zoom    |
| Terry Brand                     | Present    |             |
| Abby Mattek                     | Present    |             |
| Ben Pierce                      | Present    |             |
| Barb Rebstock                   | Present    |             |
| Gloria Rettinger                | Present    |             |

Others in attendance: Ada Demlow, Library Director, Judy Peterson, WVLS Board Representative, Jamie Myers, Antigo Library Foundation President

**Call to Order**

Perkins called the meeting to order at 5:05 p.m. Recognized visitors. No public comment made.

**Approval of Library Board Minutes from February 21, 2023**

Rebstock made a motion to approve the minutes from the regular meeting on February 21. Brand seconded. Voice Vote. Motion carried.

**Approval of Library Board Minutes from March 14, 2023**

Scupien made a motion to approve the minutes from the special meeting on March 14, 2023. Kassis seconded. Voice vote. Motion carried.

**Committee Reports**

- Personnel and Finance – Scupien reported that the committee met. Approved bills. Talked about job descriptions. Budget is in good shape.

**WVLS Board of Trustees**

Peterson discussed the March 18 meeting of the WVLS Board of Trustees including financial information and information about upcoming projects. The next meeting will be May 20.

**Review and Awarding of Solar Project Vendor with Legacy Solar on Zoom**

Peter Fiala and Tony Hartman from Legacy Solar met with us via Zoom to review the three bids we received for the solar project. The bids were from Olson Solar, Northwind Solar and Jolma Electric. They presented three slides with summaries of the proposal and a spreadsheet which offered an apples-to-apples comparison. The bids from lowest to highest were Olson, Jolma, Northwind. Highlights from the presentation: 1. Each of the vendors had a different configuration for the project. Some of this was based on assumptions about the trees on the west side of the building. 2. Experience and background of each vendor. 3. They explained inverters and how they are the part of the project that you should plan on having to do replacements as their life is shorter than the life of the panels. There was discussion of the different number of inverters for each proposal and which ones offered extended warranties. Inverters cost 5K – 9K to replace depending on brand, etc. 4. There was discussion of time frames for starting and finishing the project but they were within our range of needing to finish by end of year. 5. They talked about the different kinds of panels and the concept of made in

America or sourced in America as it applied to the grant. They answered questions as well. The presentation lasted about 45 minutes followed by board discussion.

Rebstock expressed concern about the Olson proposal only having two inverters. Pierce commented that with the extra money saved from the lower bid projects you could set money aside for inverters.

Jamie Myers, who was at the meeting on behalf of the library foundation, expressed that of the three vendors only Northwind is strictly a solar company. She said the 35,000 was not insurmountable for the Foundation. Perkins noted that Jolma would be the one that would be able to start the soonest on the project. They said May. Demlow pointed out that we also had to consider the heat/temperature in terms of when they would actually be up on the roof as concern had been expressed in the past about this. Brand agreed that it was very hard on the shingles. Scupien discussed the relative newness of Olson to solar work as compared to the others and she had concerns about that. She said her top two choices were Northwind and Jolma. Kassis agreed. Perkins asked if there could be consensus or should be vote. Demlow pointed out that we will have to get more information on the lowest responsible bidder as this is the criteria we are to use in selecting. She said that while some of the points help with that case, there would probably need to be more specific in speaking to these issues. Further discussion ensued on other projects Northwind has done in the area. Perkins expressed that is a big decision. Rettinger pointed out that we could have a special meeting to hammer out the details. Rebstock asked how long the grant money is good for and Demlow stated we had to finish the project by the end of the year. Pierce asked if anyone was in favor of Olson at the table. Perkins and Rebstock said they were not. Brand stated he tended to avoid the lowest bidder because they are not always the cheapest. Pierce stated and the most expensive is not always the best. Brand said he tends to go to the middle. He expressed a need for more information about extended warranties and the inverter issue with Olson. With Olson of the table discussion moved to ranking choices.

#### **Approval of a Solar Vendor**

Rebstock made a motion that we approve Northwind Solar as the vendor for the solar project. Brand asked for an amendment to allow for Jolma to remain on the table until questions are answered about warranties, references on work quality, EV chargers. The motion was amended to propose that we keep Northwind and Jolma on the table as prospective vendors pending answers to questions. There was a roll call vote.

Pierce - Aye

Brand - Yes

Mattek - Aye

Rettinger - Yes

Rebstock - Yes

Kassis - Yes

Scupien - Yes

Perkins - Aye

#### **Approval of Bills**

Rettinger made a motion that we approve the paying of the bills. Rebstock seconded. Voice vote. Motion carried.

No discussion on the Director's Report or City County Report.

#### **Suspension of the Rules on the Election of a Board Treasurer**

Perkins asked for a motion on waiting until May to elect a treasurer to replace her. Pierce made motion to suspend the rules and wait to the regular elections in May to fill the vacancy left when Perkins was elected president. Rebstock seconded. Voice Vote. Carried.

**Formation of an Adhoc Committee to Review Our Library Bylaws**

Perkins said in light of recent board discussions, she wanted to form an adhoc committee to review the bylaws and make recommended changes to the board. Scupien made a motion to approve the formation of this committee and Kassis seconded. Voice vote. Motion carried.

Perkins asked for volunteers to be on the committee. Pierce, Brand and Scupien volunteered. Brand suggested that both Perkins and Demlow also be involved. Perkins said she had also asked James Englemann and Chet Haatvedt to be involved as well.

Perkins postponed discussion of Trustees Essentials Chapter 1 until another meeting due to the time.

Rebstock made a motion to adjourn and Rettinger seconded. The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Ada E. Demlow