

USLD Board of Trustees Special Meeting

July 30, 2020

Location: Upper Skagit Library (via Zoom)

Present: BOARD MEMBERS: Jeff Maher, Kevin Crozier, Linden Jordan, Mary Blyth, Keith Alesse (prospective board member awaiting Commissioner approval).
Amanda Perez, Loly Gomez and Chaz Lovely.

1. **Call to Order:** Jeff Maher calls the meeting to order at 7:00 pm. A quorum is present.
2. **Public Comment:** none.
3. **Review and vote on Tenant Improvement Final Cost Plan for the New Building**
 - a. Mary inquired about the author of the report being Haley not SHKS. Kevin explained that SHKS uses many subcontractors.
 - b. Linden moved that the Board accept the contract. Mary seconded the motion. Motion carried by unanimous vote.
4. **Permits for construction:**
 - a. SHKS is coordinating the permits with the town of Concrete. Everything has been approved and permits will be completed by the town within the next week. Amanda will issue a check for \$275.00 for the permits.
5. **Next steps:**
 - a. Kevin will inform SHKS that the Board has accepted the contract.
 - b. A public announcement will be posted in the Skagit Valley Herald announcing the opening of bids for the project. Linden made a motion to authorize the spending of up to \$1000.00 for the advertisement. Kevin seconded the motion. The motion carried by unanimous vote.

- c. Kevin and SHKS will allow contractors to view the building and review the overall project for purposes of submitting bids.

Mary moved to adjourn the meeting. Kevin seconded the motion. Motion carried unanimously.

Jeff adjourned the meeting at 7:15 pm.

The next regular board meeting will be August 13th, 2020 at the Upper Skagit Library via Zoom.

Jeff M *8/29/20*