

From: Tena Sunde <tena.sunde@estherville.lib.ia.us>

Sent: Thursday, December 1, 2022 3:47 PM

To: Lili Jensen <lilirjensen@gmail.com>; Becky Domek <becky_domek@hotmail.com>; Pam Spoo <pspoo@bankplusiowa.com>; Lyle Hevern <l.hevern@cityofestherville.org>; Cheryl Houseman <chouseman4@hotmail.com>; Dawn Webb <dawnwebbod@hotmail.com>; Kim Anderson <kimanderson2000x@gmail.com>; Joan Nims <ejnims75@gmail.com>; Dorothy Christensen <christensendorothy5@gmail.com>

Subject: Friends Board vote, please

Dear Friends Board Members,

Attached please find the first three pay applications of our contract with Larson Contracting.

1. \$7,220 submitted mid-October
2. \$15,231.50 submitted today
3. \$5,501 submitted today

The first submittal has already been processed for payment, which was an error on my part. These should be approved by the board each time before they are paid. I've seen nothing to question on any of these first three submittals, and they have also been vetted by our project manager and architect before they make their way to us (she ensures that the materials and labor we are billed for at each stage have been acquired / completed). There will be several more before the project is complete.

I'll be back in the office part-time beginning Monday, and will have a construction meeting Wednesday morning after which I can give you a more detailed update on our progress.

Please let me know if you have any questions, and when you're ready, we could use a motion, a second, and a vote to approve payment of these three submittals.

Thank you for all your help with the Chocolate Walk! I hope some of you can make it to TUBACHRISTMAS tonight.

Tena

Replies:

- If a motion to approve these three pay applications is still needed, I will make it, and I will vote yes on the motion. Lyle Hevern
- I second the motion. Dawn
- I vote in favor of the motion. Dorothy
- I vote in favor. Joan
- I vote yes. Becky
- I vote yes. Lili
- I vote yes as well. Pam Spoo
- I would vote yes also. Cheryl
- I vote yes. Kim
- Tena tried to reach Kathy by phone and was unable to do so.