Chairperson Larry Grisen called the meeting to order with the following members present: Larry Grisen, Richard Champeny, Clerk-Treasurer Linda Torgerson, and Deputy Clerk Sharaya Reed. Absent: David Earney.

Also present: William Boettcher and Breanna Guntner from the architect firm of Lien and Peterson and Shawn Squires-CEO of Cochrane Cooperative Telephone.

The committee reviewed and provided input for the architects to prepare plans for the bidding process and to provide cost estimates. The project will be tentatively let out for bids at the end of November or early December with bid opening in January.

Shawn Squires did a presentation for the committee regarding phone and internet service and worked with the committee on determining technical/electrical needs for the building.

Motion by Grisen seconded by Champeny to adjourn. All members voting yes.