

MINUTES OF BOARD MEETING
July 14, 2015, in the Library Conference Room, Matt Duprey presiding

ATTENDANCE:

Trustees: Duprey, Boyer, O'Donnell, Fish, Griffin, McRoberts

Excused: Widrick, Small, Piche

Staff: Kerfien, Young

1. Call to order: Meeting was called to order at 6:03 PM.

2. Public Comments: None

3. Approval of Agenda O'Donnell | Fish *unanimous*

4. The Board approved closing the Library on the Saturday before Labor Day.

5. The September board meeting was moved to the 10th as Kerfien will be on vacation the following week

6. Discussion of Funding for lift, elevator, painting

Budget comes in at \$191500 for all repairs, including 10% for contingency.

Grants/State monies that have been offered to us (guaranteed in writing, but awaiting state approval) will take a long time to get. They are reimbursements; our money must go up front.

The DASNY grant can be used to reimburse ourselves for last year's stucco project (eventually,) as that was what it was originally for.

Only one estimate has been received for painting the new stucco. This is necessary – stucco is beginning to show cracks. The wall where the ramp was will also need repair, and can be paid with the remainder of the above grant.

The new lift also necessary in order to make us ADA compliant.

For the elevator: \$24000 would put the cylinder in place to have make it operational elevator now and would be compatible with the necessary new car that could be installed later. It would not cost more than doing it all together. There is no safety issue – the old car is structurally sound; it just needs updating for a total cost of \$72180. Motion to begin the process of fixing the elevator and monitor our financial situation in the coming months to determine a time to complete the upgrade. Fish | McRoberts *unanimous*

We have unrestricted donation funds (\$112K) that can be used to cover these costs, with the accounts repaid when the grant money comes through. There is about \$20,000 left in bond fund currently being used to pay the architect as grant funds cannot be used for this purpose.

The architect recommended lowest bid – Northern Tier – for the lift work after looking over all bids.

Motion to accept this recommendation with the corollary from Fish that we ensure the grants do not require "minority or woman-owned businesses" for full approval. Fish | McRoberts *unanimous*

In regards to time limits on the grants: we have started the paperwork so we are covered for any work from here on out, and have three years to complete the projects.

Griffin asked if we had our own deadline for approving finding painting & starting work. Kerfien responded that it was ASAP, given the situation. Motion to wait on one more bid and then begin work immediately, with an amendment from Fish that we ensure the lowest bid both has insurance, given the nature of the high work, and is reputable. Griffin | Fish *unanimous*

7. Approval for the audit report, carried over from June Griffin | Boyer *unanimous*

8. Approval of June's agenda, May's minutes, and May's Financials Fish | Boyer *unanimous*

9. Executive committee was previously established by email consensus.

12. Meeting adjourned at 6:33 pm.

Respectfully submitted by

Stephanie Young, Adult Services Librarian