

**Warner Library Board of Trustees**  
**APPROVED MINUTES – January 21, 2016**

Present: Library Trustees: Liza Glover, Michele R. Gonzalez, Fiona Matthew, David Huber, and David Neilsen; Library Director, Maureen Petry; Liaison: Mary McGee and Dorothy Handelman; Absent: Trustee: Sharon Camlic and Patricia Pinckney

Chairperson Comments: Ms. Gonzalez called the library board meeting to order at 7:10 pm. A motion was made by Mr. Huber and seconded by Ms. Glover to accept the minutes of the December 2015 Board meeting. All board members present agreed.

Director's Report: Mrs. Petry reported that there was a roof meeting on Tuesday, January 5, 2016 on the roof to discuss two areas of shallow ponding identified by Tarrytown Assistant Village Engineer Dan Pennella during his inspection. Participants of the meeting included Trustee Fiona Matthew, Maureen Petry, Dan Pennella, NUA Project Manager Emmet McGovern, Firestone Roofing Representative Brian Dolphin, Architect Donald MacDonald and Roof Consultant Russ Watsky. Mr. Dolphin reviewed the warranty provided by Firestone and assured everyone that should ponding on the roof cause an issue, Firestone would stand by its warranty and correct the problem. Ms. Matthew and Mr. Pennella asked Mr. Dolphin questions and reviewed various scenarios to correct the ponding issue including adding an additional layer of EPDM over the seam where the ponding occurs or installing drains. Mr. Dolphin emphasized his belief that the EPDM is water tight as is but stated that Firestone would stand by its warranty should there be a leak. Ms. Matthew followed up the meeting with a conference memo via email to all participants to document Firestone's guarantee. The memo was included in the closing documents sent to the Village of Tarrytown Building Department and a copy is in the library file both electronic and paper with the roof warranty. An application to obtain a certificate of occupancy for the roof was filed on Friday, January 8 via email. The hard copy went to the Village on January 12.

An agreement was made between the Village of Tarrytown and SunBlue Energy to install solar panels on buildings owned by the village and the Library is one of them. The payment for the panels will not be coming from the Library's operating budget. When it is time to install these panels the first call will be to Firestone to make sure it is done under their supervision and to maintain the warrantee.

Liza Glover discussed a meeting that was held with Mr. Gary Feld of Information Technology Management. Mr. Feld is working on the audio visual technology part of the meeting rooms. Mr. Feld reviewed the plans for the meeting rooms and discussed installing a smart board in Room B instead of a second projector and screen. The cost will be about the same.

Two glass panels were replaced in the skylight in the front section of the building.

The Friends of Warner Library approved the program budget for the upcoming season of \$7,090.

A very generous donation of \$10,000.00 was made to the library to update the lighting in the library. The donation is expected to pay for the purchase and installation of the lights.

Trustee Fiona Matthew sent the letter approved by the Library Board at the December meeting to the New York State Education Department advocating that the population served by the Warner Library should include Sleepy Hollow. We are waiting for a response. The Mount Pleasant Public Library has designated a Library Trustee to work with Ms. Matthew on this issue. Mary Ann Quinn is the designated liaison from the Mount Pleasant Public Library. Ms. Quinn has lent her support to Warner via email. Ms. Quinn commended Ms. Matthew's letter to Barbara Lilley of the New York State Education Department. Ms. Quinn also indicated that the charter issue was discussed at the December Mount Pleasant Public Library Board meeting, and their Board is in agreement that Sleepy Hollow is served by the Warner

Library and not by Mount Pleasant, with the possible exception of the Pocantico Hills hamlet which is specifically mentioned in their 1971 amended charter. Ms. Quinn concluded that we have to wait until there is a response from the state to figure out the next step.

James Hart, Village Treasurer has set up an account with the grant money received to date \$140,030.00 for the roof project. The remaining \$15,589 will be added when received from the state. Our principal and interests payments due on the roof will be taken from this account until it is exhausted.

Elizabeth Siracusa, Young Adult Reference Librarian retired January 15, 2016.

Warner Library Code of Conduct was updated and the board approved the new wording.

The meeting adjourned at 8:20 pm. The next Board of Trustees meeting is scheduled for Thursday, February 18, 2016 at 7:00 pm.

Respectfully submitted, Regina Butcher