

Warner Library Board of Trustees
APPROVED MINUTES – December 15, 2016

Present: Library Trustees: Edward Berry, Liza Glover, Michele R. Gonzalez, David Huber; Library Director: Maureen Petry; Absent: Sharon Camlic, David Neilsen and Patricia Pinckney; Liaison: Rachelle Gebler and Mary McGee

Chairperson: Ms. Gonzalez called the meeting to order at 7:00 pm. A motion was made by Ms. Glover and seconded by Mr. Huber to accept the minutes of the November 17, 2016 Board meeting. All board members present agreed.

Mrs. Petry discussed the third floor renovations. Treasurer David Huber reviewed and signed the Notice of Award for the AV contract that was awarded by the Board at Gary Feld of Infotech Management's suggestion to DNR Laboratories of Watertown, CT in the amount of \$64,693. Additionally, Mr. Huber is reviewing the Agreement between Owner (Warner) and Contractor (DNR) for a Project of Limited Scope to enable the AV portion of the project to be completed. Mrs. Petry thanked Mr. Huber for his assistance in reviewing all the grants and contracts this past year. His assistance has helped the Library save on the expense of legal fees.

Mrs. Petry explained that the cost of one door for the new small meeting room with oval glass to match the others and fire proofing was the same price as purchasing four new meeting room doors with the fire proofing with rectangle glass instead of oval. The board agreed to go with the rectangle doors and fireproofing.

Mrs. Petry brought sample signs to identify meeting rooms on the third floor. After a discussion was held, the board approved Mrs. Petry purchasing the signs as she presented. Mr. Berry suggested the finish of the signs should match the hardware of the doors.

The official award letter from the Thruway Authority arrived December 5 for the \$90,000 grant along with six copies of the Community Benefits Program Agreement for the Warner Library Building Renovations. Treasurer David Huber reviewed the contract and it was signed, notarized and returned to the Jamey Barbas, P.E. Project Director of The New NY Bridge Project.

The board asked Mrs. Petry to get quotes to repair the walls and paint the ramp entrance once the construction on the third floor has been completed. The water damaged ceiling tiles will need to be replaced and the Gallery One hanging system will be installed in the south wall of the stairwell.

Westchester Library System notified Warner of our 2017 cost. We will pay \$63,448 to the library system. This represents a decrease of \$447.67. The fee is based on a new finance model with cost comprising of library square footage, number of WLS supported PCs, Network Connectivity, ILS Maintenance, Digital Content, Wireless, Mobility and Communication.

Patrons Jean and Roger Chenault of Sleepy Hollow expressed their appreciation for the library's museum pass program with a donation of \$150 to be used for a membership to the New York Historical Society Museum.

The meeting was adjourned at 8:40 pm. The next meeting is scheduled for Thursday, January 19, 2017 at 7:00 pm.

Respectfully submitted,

Regina Butcher