

Warner Library Board of Trustees
APPROVED MINUTES – June 15, 2017

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

Chairperson: Mr. Neilsen called the meeting to order at 7:00 pm. A motion was made by Mr. Berry and seconded by Ms. Glover to accept the minutes of the May 18, 2017 board meeting. All board members present agreed.

Mrs. Petry presented the Director's report - Village Administrator Richard Slingerland did a walk-through of the renovated community rooms on Monday, June 5 as due diligence before signing the Certificate of Substantial Completion submitted to him by contractor C.W. Brown. There were two dimmer switches installed and the meeting rooms passed the Certificate of Electrical Inspection. Once informed that all was completed, Mr. Slingerland signed the Certificate of Substantial Completion.

Village Engineer, Dan Pennella supplied Mrs. Petry with a check list to satisfy the Certificate of Occupancy for the Programming Room Renovation. The necessary documents have been gathered. The missing pieces are a fire safety plan to be displayed in each room and "as built" building specifications plans. The fire safety plan will be made in house and Lothrop will be contacted for the "as built" building specifications plans.

The Rotary Club of the Tarrytowns gave the library a grant for \$800.00 to purchase new tutoring tables for the third floor meeting rooms. A Tarrytown resident and family made a donation of \$3,000.00 to purchase additional tutoring tables for the third floor meeting rooms.

Warner received the balance of the \$30,734.00 2016 New York State Public Library Construction Grant in the amount of \$3,074.00. The library also received the official notice of the 2017 construction grant applied for last summer. The check should arrive in August for 90% of the \$23,804 award.

On Monday, June 5, a payment from the NYS Thruway Authority in the amount of \$41,654 was deposited to the Warner Library Trustees Key Bank Account. A requisition for the remainder of the \$90,000 grant will be submitted as soon as the project is closed out and the retainage paid.

David Huber presented the financials through May 31, 2017.

The date for the Headless Halloween Mini-Golf is Saturday, September 23, 2017. This year we will expand our marketing with our lawn signs, postcards and selling tickets on our website and on VisitSleepyHollow.com using a company called Showclix.

The meeting was adjourned at 8:17 pm. The next meeting is scheduled for Thursday, September 21, 2017 at 7:00 pm.

Respectfully submitted,

Regina Butcher