

Warner Library Board of Trustees
APPROVED MINUTES – January 19, 2017

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

Architect Donald MacDonald presented his Exterior Building Condition Report. Overall the building is in good shape for its age. Mr. MacDonald suggests that the book drop area, a partially detached panel and the front steps be taken care of soon. Mr. MacDonald has offered to get bids to take care of these issues.

Contractors will be contacted to address the loose soffit issue on the west side of the library to prevent birds from entering the building. Erika Conradt of C.W. Brown will also get a quote to reattach the soffit. A change order will be presented to cover this expense. The board agreed that this must be done to preserve the work of the third floor renovation.

Vice Chairperson: Ms. Glover called the meeting to order at 7:40 pm. A motion was made by Ms. Camlic and seconded by Mr. Berry to accept the minutes of the December 15, 2016 board meeting. All board members present agreed.

Mrs. Petry discussed the third floor renovations. When the old divider door was taken down it was discovered that the door was hung on the left side from HVAC ductwork. This is considered a substandard construction practice and required the ductwork to be repositioned in the ceiling. The cost of the change order was \$4,575.00.

HVAC - the flame sensors and ignitors for both boilers were replaced. DeCecchis replaced front spot lights to illuminate the front steps. GSI Systems replaced the fire alarm head (1097) in the public bathroom near the staff room.

The Board set the dedication day for the Third Floor Renovation and the Helen Andrew Memorial Garden for Saturday, May 6, 2017.

Mr. Huber motioned the Library board support the “seed library” with \$200.00. Ms. Glover seconded and all board members present agreed.

The meeting was adjourned at 8:45 pm. The next meeting is scheduled for Thursday, February 16, 2017 at 7:00 pm.

Respectfully submitted,
Regina Butcher