

Groton Public Library Board of Trustees
June 11, 2019
5:30 p.m. at the Groton Public Library
Monthly Meeting
Draft

Present: Sara Knobel, Jennifer Morey, Linda Nobles, Sheri Shurtleff, Kelly Smith, Pam Vitale, Chris Williams **Excused:** Monica Dykeman

Call to Order: Meeting was called to order by President Sheri Shurtleff at 5:35 p.m. Pledge of Allegiance was recited by all.

Adoption of Agenda: The Agenda was approved as presented.

Approval of May 14, 2019 meeting Minutes: Monthly meeting minutes were approved as presented.

Finance Officer's Report: Warrant report: 0147-19LFAP MAY to the amount of \$11,364.93 was approved on a motion given by Linda, seconded by Pam and carried unanimously. The Reports for both Receipts and Disbursements for the month of May were also distributed to the BOT.

Expansion Project Report:

Approval of Proposed Changes to the scope of Work:

Board President Sheri Shurtleff presented proposed changes to the scope of the Expansion Project. Because the project bids, as well as high cost estimates from our Architect far exceeded the budget set aside for this renovation and construction project, it was recommended to the BOT to consider some necessary changes to the original design plans. Over the past few weeks, Sheri has held meetings with Julia from the contracted Architect firm, Clerk of the Works, Jim Turner, as well as Carl Haynes, Sara Knobel, a few FOGPL and other BOT members to brainstorm ways to cut back on the scope of the original project. These ideas were brought before the BOT as suggestions to consider:

- Eliminate the basement. This would allow for approximately 400 square feet of additional floor space in the addition (no need for stairs or elevator shaft going to the basement).

- Reconfigure the outside patio area and side entrance on the West side of the building.

- Eliminate and/or adjust the two fire escape routes that will no longer be needed because of the proposed change to the basement space.

- Various other cost saving ideas that may be placed on an alternative or secondary list.

On a motion made by Pam, seconded by Chris, the BOT unanimously approved these proposed changes to the initial construction project.

New timeline for Bidding and Construction:

On a motion given by Kelly, seconded by Chris, it was proposed that the BOT to push the Bids for this Expansion project out to a new timeline of late December 2019 or January 2020. The Pod storage unit for the books will be returned at a \$140.00 monthly savings until needed again. This motion carried unanimously.

Approval to seek NYS Library Construction Grant:

Pam made a motion, with a second by Chris, allowing Sara to apply for another Construction Grant. This application is required to be submitted by August 30, 2019. The GPL would need to have matching funds available before even applying for the Grant. The BOT discussed various money saving ideas to build up available monies. This motion carried unanimously.

Library Executive's report: Sara presented a verbal report about her, Pat Barry and Kayli's business trip to NYC. The trip was interesting, informative and according to Sara, "Well worth the expense."

Programing is well attended with a busy Summer planned ahead. Tuesday's produce as well as Wednesday night's programming will be at the Park's pavilion during the Summer months. Free Summer lunches will be available at the GPL till at least August 9, 2019.

Friends of the Groton Public Library's report:

The FOGPL are meeting tonight as well, so nothing to report at this time.

Adjournment: This meeting of the Board of Trustees was adjourned at 6:35 p.m. Next monthly meeting will be July 9, 2019 at 5:30 p.m. at the GPL.

Respectfully submitted,
Secretary
Jennifer Morey