

Minutes of the Galway Public Library Board of Trustees Meeting
Serving the Central School District
Wednesday, October 10, 2012

Members Present: Sue Stewart, Jim Hodsoll, Arlene Rhodes, Fred Baily, Mary Lynn Kopper, and Margie Prasek. Absent: Kevin Hertzell, Phyllis Keeler, and Library Director Regina Doi

The meeting was called to order by Sue Stewart at 4:00 pm.

The agenda for this meeting was to review and discuss three documents pertaining to the Library purchasing the Michalski property.

1. Option-To-Buy - After discussion and review of the document, Mary Lynn made the motion to authorize our President Sue Stewart or in her absence Arlene Rhodes, Vice president, to sign the Option-To-Buy the Michalski property on East Street and to approve \$500 payable to the Michalskis in consideration for granting the option. If the document requires significant changes after it has been reviewed by the Michalskis, it must be brought before the Board again. The motion was seconded and carried.

2. Request-for-proposal for surveying the property - Jim will walk the property to check for trees growing in the area where the building would be located. The surveyors will not need to measure the trees in the back part of the property as we wouldn't be building there. Depending on Jim's findings, the item in the RFP regarding the request to show the location, caliper and species of trees may be deleted or revised. Fred checked the sizes of the two lots. The document should include investigating any boundary discrepancies if they exist. A request for proposal would not bind us to go ahead with the survey if other problems arise. Approval of the RFP will be on the agenda at the next Board Meeting (10/17). Jim made a motion to release the Survey RFP as soon as reasonable after the Option-To-Buy is signed. The motion was seconded and carried.

3. Architectural Feasibility Study (including the Phase I environmental and geologic survey). We will continue with our existing architect (Butler, Rowland, and Mays). Sue will give them the names of persons to consider for doing the environment/geologic study based on the list of persons with whom Arlene has already spoken. BRM will be in charge of requesting this study. Nothing can be done with this until the property survey is complete. Arlene made a motion to table the RFP for the Architectural Feasibility Study. The motion was seconded and carried.

Other Business - Arlene made a motion to approve the POs which Jim submitted. The motion was seconded and carried.

Jim made a motion to adjourn the meeting at 4:45pm. The motion was seconded and carried.

Margie Prasek
Secretary, Galway Library BOT

