

## **Galway Public Library, Board Workshop Meeting**

*Wednesday, April 3, 2019*

**Attendees:** Arlene Rhodes, Fred Baily, Santina Florio, Mary Lynn Kopper, Jim Hodsoll, Cate LaBarre, and Library Director Deb Flint. **Absent:** Jane Behrens

*Meeting called to order by Arlene Rhodes at 6:33 p.m.*

### **Public Comment**

### **Ad Hoc Committees**

New Building

Fund Development

### **Financials**

Motion by Cate LaBarre, second by Jim Hodsoll, to approve expenditures listed in register below:

New Library Checking - 4/1/19 - 4/19/19

Vote: Yes 6, No 0 - Motion carried.

Motion by Jim Hodsoll, second by Mary Lynn Kopper, to approve expenditures listed in registers below:

General Checking - 3/25/19 - 3/25/19

General Checking - 4/1/19 - 4/5/19

Vote: Yes 6, No 0 - Motion carried.

### **Approval of New Library Payments**

It was moved by Fred Baily, seconded by Jim Hodsoll, that the new-building construction obligations listed below be approved for payment, that the library bookkeeper be instructed to draw the necessary checks, and that the listed amounts be transferred from the noted accounts to the New Library BSNB checking account, to cover.

Vote: Yes 6, No 0 - Motion carried.

**To be paid from GPL Bond Anticipation Note (BAN) Funding Only:**

- ☒ Contract No 1 – General Construction, Hoosick Valley Contractors, Inc.  
Application for Payment Dated 3/28/2019 , in the amount of \$ 134,372.18
- ☒ Contract No 2 – Plumbing, Burniche Piping Inc.  
Application for Payment Dated 3/6/2019 , in the amount of \$ 8,360.00
- ☒ Contract No 3 – Mechanical, Collins Mechanical LLC  
Application for Payment Dated 3/28/2019 , in the amount of \$ 5,320.00
- ☒ Contract No 4 – Electrical, Current Electrical Systems, Inc.  
Application for Payment Dated 3/28/2019 , in the amount of \$ 10,545.00
- ☒ Freemann Project Management (Clerk-of-the-Works services)  
Invoice Dated /2019 , in the amount of \$ 10,000.00
- ☐ Dente (Special Inspections)  
Invoice Dated     , in the amount of \$
- ☒ Butler Rowland Mays (BRMA, Architectural Services)  
Invoice Dated 3/26/2019 , in the amount of \$ \$2,550
- ☐ Whiteman Osterman Hanna (Legal Services)  
Invoice Dated     , in the amount of \$
- ☒ Other: National Grid Electrical Service for New Building  
Invoice on-line 3/29/2019 , in the amount of \$ 1,130.50
- ☒ Other: Empire Exhibits and Displays – 50% Down Payment  
Invoice Dated 3/15/2019 , in the amount of \$ 1,237.50
- ☒ Other: Amazon – (2) Projection Screens for New Library  
Invoice Dated 3/19/2019 , in the amount of \$ 1,711.00

**Total to be paid from BAN funding**      \$ 175,226.18    **Transfer to N-L Checking \$** 175,226.18

**Total Paid For Billing Cycle**      \$ 175,226.18    **Total Transfer**      \$ 175,226.18

## **Unfinished Business**

### **Sign Design**

Motion by Mary Lynn Kopper, second by Cate LaBarre, to approve the revised design, and to direct Fred Baily to contact the sign company.

Vote: Yes 6, No 0 - Motion carried.

### **Budget Approval**

Motion by Mary Lynn Kopper, second by Jim Hodsoll, to adopt Draft Version B of the 2019 - 2020 budget.

Vote: Yes 6, No 0 - Motion carried.

### **Sale Listing of Current Building**

## **New Business**

### **Projector Screen Purchase**

Motion by Jim Hodsoll, second by Fred Baily, to approve the purchase of two projection screens for the new building at a cost of \$1711.00.

Vote: Yes 6, No 0 - Motion carried.

### **Decision on Asphalt Topcoat**

Motion by Fred Baily, second by Cate LaBarre, to defer the application of the asphalt topcoat for the new building to a later date in order to preserve capital assets.

Vote: Yes 5, No 1 - Motion carried.

### **Adirondack Cabling (IT Wiring) Approval**

Motion by Mary Lynn Kopper, second by Fred Baily, to approve the Adirondack Cabling proposal for IT wiring in the new building at a cost of \$11,628.00

Vote: Yes 6, No 0 - Motion carried.

### **Tech II (Phone System) Approval & Signature**

Motion by Fred Baily, second by Jim Hodsoll, to approve the Tech II quote for the phone system in the new building at a cost of \$3860.62, and to direct Arlene Rhodes as President to sign.

Vote: Yes 6, No 0 - Motion carried.

### **Furniture Approval**

Motion by Fred Baily, second by Cate LaBarre, to table any decision on the purchase of furniture for the new building until the next board meeting.

Vote: Yes 6, No 0 - Motion carried.

### Story Quilt Application Recommendation for Playful Clay

Motion by Jim Hodsoll, second by Cate LaBarre, to approve the application by James Best for the Playful Clay project, with a request for funds of \$1500.00, with the understanding that the charge for materials will be \$45 for adults, and \$10 for children, and that if less than 15 adult participants register, the program will be canceled.

Vote: Yes 4, No 2 - Motion carried.

### Public Comment

Motion by Jim Hodsoll, second by Cate LaBarre, to adjourn meeting at 8:46 p.m.

Vote: Yes 6, No 0 - Motion carried.

Respectfully submitted,  
Santina Florio, Secretary