

Galway Public Library Board Meeting

3 January 2018

Present: Arlene Rhodes, Mary Lynn Kopper, Kayla Dodds, Judy Knowlton, Jane Behrens, Fred Baily
Director: Deb Flint

Absent: Donna Erickson

Meeting called to order at 6:32 pm by Arlene Rhodes

Public Comment

Presentation by BRMA - Paul Mays & Rich Horst

- Construction document review (must have at least these separate contracts: GC, plumbing, mechanical and electrical, per NY State law)
- Certificate of Occupancy
- Milestone schedule (out to bid in March, bids due March 30, Board review by April 6, groundbreaking ceremony in April, construction beginning in May, finish in winter; will receive bills monthly through BRMA)
- Site work/storm water pollution prevention plan
- Site representation during construction (most important is a daily log: weather, contractors, work being done, deliveries made, issues). BRMA recommends Clerk of the Works. BRMA will do budget tracking for us.

Ad Hoc Committees

New Building

Fund Development

- Working toward a general fund drive starting Feb 15
- PR committee to discuss ways to keep public informed of project status
- Set up a visit with Jim Tedisco

Financials

Approval of Bill Payments,

Motion by Jane Behrens, seconded by Mary Lynn Kopper, to approve payment of bills on the check registers listed below.

VOTE: Yes 6 No 0 Motion carried.

- BSNB General Fund 1961, 12/30/2017 - 01/02/2018
- BSNB General Fund 1961, 12/01/2017 - 12/28/2017
- BSNB New Library 1546, 12/01/2017 - 12/28/2017

Unfinished Business

- Clerk of the Works vs. Construction/Project Manager
Motion by Judy Knowlton, seconded by Kayla Dodds, to hire a Clerk of the Works as opposed to a Construction Manager
VOTE: Yes 5 No 1 Motion carried.
- Approval of Architectural Final Building Layout/Construction Systems
Motion by Jane Behrens, seconded by Fred Baily, to accept the Architectural Final Building Layout/Construction Systems.
VOTE: Yes 6 No 0 Motion carried.
- Approval of Dockstader Contract
Motion by Judy Knowlton, seconded by Mary Lynn Kopper, to approve the Dockstader Contract as it stands.
VOTE: Yes 5 No 0 Motion carried. Arlene Rhodes recuses herself due to potential conflict of interest.
Motion by Mary Lynn Kopper, seconded by Kayla Dodds, to direct Fred Baily, as Vice President, to sign the Dockstader Contract.
VOTE: Yes 5 No 0 Motion carried. Arlene Rhodes recuses herself due to potential conflict of interest.
- Approval of Proposed Pay Rates
Motion by Judy Knowlton, seconded by Mary Lynn Kopper, to approve the pay rates of library employees according to the following schedule, retroactive to December 31:
Subs: \$10.40
Clerks: \$10.70
Library Assistant: \$13.90
Bookkeeper: \$15.00
Tech Clerk: \$15.00
Director: \$23.20
VOTE: Yes 6 No 0 Motion carried.

New Business

- Accept Resignation of Rebekah Ashman/Approval of Hiring of Clerk
Motion by Mary Lynn Kopper, seconded by Judy Knowlton, to accept with regret the resignation of Rebekah Ashman, effective January 5.
VOTE: Yes 6 No 0 Motion carried
- Motion by Mary Lynn Kopper, seconded by Judy Knowlton to Approve Appointment of Marina Shlomovich to the position of Clerk, effective 1/3/2018, at a rate of pay of \$10.70 per hour, for an average of 4 hours per week.
- VOTE: Yes 6 No 0 Motion carried

Public Comment

None

Motion by Judy Knowlton, seconded by Mary Lynn Kopper, to adjourn.

Vote: Yes 6 No 0, Motion carried. Meeting adjourned at 9:33 pm.

Respectfully submitted,

Kayla Dodds