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62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustee Minutes  
6-9-21

Called to order at 2:07.

Present: Carolyn Austin, Diane Aaronson, David Hyland, John Pontius, and Tina Winstead.

Minutes

John made a motion that was seconded by David to approve the 5-12-21 meeting minutes. All in favor.

Director's Report

COVID-19: the library began allowing outside groups to meet in the library this week. When NYS reaches 70% of adults vaccinated, the Governor has determined that businesses may choose to continue to adhere to the State's guidance or implement other health precautions for employees and patrons. The Department of Health continues to strongly recommend masks and six feet of social distance in indoor settings when the vaccination status of individuals is unknown.

The Ask A Lawyer attorney made it clear that libraries can request proof of vaccination but it would be difficult to impossible to manage this because it would require an extra staff member to monitor the door. The library also serves vulnerable populations who cannot get vaccinated so the mask requirement remains in effect at this time. We are not allowing people to spend time in the library at tables but Tina continues to monitor the state vaccination level and will adjust as more people get vaccinated.

Park Project: The Rotary Club will be planting 100 daffodils to commemorate their 100th anniversary and to support the Park Project. This could be a wonderful opportunity to reach out to other organizations and individuals to join their efforts and also donate 100 daffodils. It would be a beautiful sight in the spring. The Stimson Landscape Architects will be consulted about where and when to plant. It was mentioned that hospice does a daffodil luncheon in Franklin each spring as a fund-raiser.

The bid package is nearing completion and could be ready to advertise in the coming week. Tina wants to thank John Pontius, Marge Merzig, and John Roebig for assisting in reviewing the documents and for strategizing for ways to bring together all of the necessary expertise for the next phase of the project. The project will most likely be divided into fall and summer due to

the late start. The biggest concern is that, due to COVID, contractors will not be available to bid on the project since they have been inundated with jobs this year. The deadlines that must be adhered to are: the lighting project must be completed by the end of June 2022 and the park funding must be expended by December 2023.

Phase 2: Tina met with Rich Cunningham, the Library Park Committee, and the Stimson team to discuss a grant application for the next phase of the park project. The state's consolidated funding applications are due at the end of July and will fund \$500,000 maximum. The task of the committee is to determine which elements should be prioritized for phase 2.

Building Assessment: three architects have been scheduled to speak with the Library Board about the process for doing a building assessment and what services they can provide for restoring and updating the building. The updated report was reviewed.

Fence: Antique Iron Restoration submitted a quote to restore the existing finials and make new ones for a total of \$16,607.50. New finials will cost \$25.55/ft. and restoring existing finials will cost \$22.50/ft. John made a motion that was seconded by Diane to place the order with Antique Iron Restoration and to fund the project with the Capital Fund. All in favor.

#### Financial

Glenda made a motion that was seconded by John to approve payment of the bills. All are in favor.

#### Other

Julia Hafftka-Marshall of Holmes, King, Kallquist and Associates Architects reviewed their proposal to conduct an engineering assessment and a Master Plan for building improvements. Their cost for a building assessment and restoration survey is \$29,800 plus mileage, copies, printing, faxes, etc., and the cost for master planning and concept development is \$18,220.

Steve Rowland and Paul Mays of Butler, Rowland, Mays Architects reviewed their proposal and discussed the process of improving the building. Their cost for conducting a building assessment as requested by the library is \$9,000 plus mileage, copies, printing, faxes, etc. They felt that they would be able to use the information gathered during the Master Plan development by KBA Associates and build on the information to fully develop a phased plan for restoration and improvement. They did not provide an estimate for that process.

Nicolette Havrish and Joseph Klime of Beardsley Architects and Engineers are scheduled to meet with the Board at 3:00 on Friday, June 11 via Zoom.

Next Board meeting: Wednesday, July 14 @ 2:00.

Meeting adjourned at 3:45.

Minutes from special meeting on June 11, 2021:

The Library Board unanimously selected Butler, Rowland, Mays to conduct a building assessment at a cost of \$9,000 to be paid from the Capital Fund.