



Minutes of the George F. Johnson Memorial Library Board meeting of May 10, 2018.

- I. Call to order by President Musa at 7:00 PM.
Present: Christine Brown, Emilie Chang-Jackson, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Jen Musa, Dr. Ribner, Chris Ryan, Jo Whitney, Library Director Ed Dunscombe.
- II. Reception of visitors: None.
- III. Approval of minutes from April 19, 2018: Christine moved to accept as corrected, Nadine seconded, carried unanimously. Dr. Ribner, moved to accept the April 30, 2018 minutes of the Personnel Committee; Christine seconded, carried unanimously.
- IV. Manifest of Bills #12 for May, 2018. Paul moved to accept, Dr. Ribner seconded, carried unanimously.
- V. Financial report: Ed reviewed revenues and expenses, highlighting lines running ahead or behind budget. \$1,457,037.18 in library fund at end of April, 13,000 more than last year. Jo moved to accept, Joe seconded, carried unanimously.
- VI. Old Business.
 - a. Parking lot: Ed updated the board on progress. Soil boring completed, Village has approved design concept. Dr. Ribner moved to accept L2 Studio's design concept, Nadine second, carried unanimously.
 - b. Personnel Committee; Chris reported Seth Jacobus will start June 18.
 - c. 2018-19 budget: Ed presented the annual salary instruction letter to be forwarded to Village Payroll. Chris moved to accept, Dr. Ribner seconded, carried unanimously.
- VII. New Business:
 - a. Budget planning: Ed presented rough draft annual expense budgets for fiscal years 2020-21 through 2023-24. General discussion.
 - b. Building improvement suggestions: Ed presented a list of projects to consider approving (attached).

- c. Teen Read Grant Proposal: Ed presented a proposal from Kenneth Roman for an after-hours teen reading program to be held in October 2018. Submission approved by consensus, details on time and supervision to be completed.
- d. Ed noted with regret the pending resignation of Library Clerk Linda Wasko following eighteen years of excellent service.

VIII. Other Business/Committee Reports:

- IX. Adjournment: Jo moved to adjourn at 8:43, Joe seconded, carried unanimously.

Emilie Chang, Secretary

Date

Long-Range Library Building Improvements (5/18)

1. Reconstructed parking lot (in progress). Note if bids come in under estimate and we wind up with extra money to spend, we could consider replacement of the existing sidewalk running behind the library from Lincoln to Jefferson Avenues; and the placement of two nice entrance signs at the Lincoln and Jefferson Ave parking lot entrances. These could be brick in the same shade as the library brick with silver signage to match that of the library name on the rear of our building. Of course other designs could be considered as well.
2. New roof
3. Replacement of soffits around entire building perimeter with new panels, including lighting every third panel. Requires asbestos abatement for removal of old panels.
4. New carpeting for main floor adult areas and basement Scott Room. 2015 estimate from Endwell Rug was \$35,000 under NYS contract not including Scott Room.
5. Remodel Scott Room (new wall treatments, probable removal of existing avocado-mustard-wood grain motif panels and replace with lighter, contemporary treatment).
6. Replace missing magnolia tree in front of Children's Room (suggest we have this done when nursery is doing landscaping for new parking lot).
7. Replacement of rusting brown metal coping on north face of rear entrance. 2016 estimate from TK Builders (Little Meadows PA) for this was \$15,190. It might be possible to tie-this into the soffit replacement project (#3 above) as a NYS Public Library Construction Grant proposal.
8. Replace maintenance room overhead door with an insulated overhead door including a pass-through door. 2013 estimate from Overhead Door Co. of Binghamton was \$5,257. Project may need to include asbestos abatement – removal of ceiling tiles in maintenance room.

Number 4 and perhaps 5 are the only ones that might not be eligible for NYS Public Library Construction Grant consideration.