

Bradford Public Library

Bradford, VT 05033

Board of Trustees Monthly Meeting Minutes

August 13, 2020

Those who were present:

Year:

- | | |
|--------------------------|---------------------|
| ● Angela Conrad-Schlager | 2021 |
| ● Pam Johnson | 2023 |
| ● Laura Lornitzo | 2022 |
| ● Dee Chamberlain | Town Representative |
| ● Arvid Johnson | 2023 |
| ● Bud Haas | Trustee Emeritus |
| ● Larry Coffin | 2021 |
| ● Dotti Unkles | 2023 |
| ● Brad Johnston | 2022 |
| ● Betsy Kane | Librarian |
| ● Gail Trede | Library Director |

Those not Present:

- | | |
|-----------------|---|
| ● Eris Eastman | Trustee Emerita |
| ● Gail Trede | Library Director |
| ● Jill Baron | Town Representative |
| ● Tony Brainerd | 2021 |
| ● Kerry Pendak | Town Representative |
| ● OPEN SEAT | 2022 |
| ● OPEN SEAT | Town Representative (Anna Slack on leave) |

Guests: Kathy Davidow

Meeting was called to order through a Zoom video conference by President Tony Brainerd, at 6:43 pm.

B. Johnston motioned, Pam Johnson seconded, a motion, to approve the July 9, 2020 minutes. All voted in favor.

***June 11, 2020 Minutes will be tabled to the September 10th meeting.**

Treasurer's Report:

- A monthly Treasurer's Report was shared with the Board
- \$30,000 to Graves Construction; offset with some money from the Town of Bradford
- Completed the account transfers from Community Bank to Wells River Savings Bank
- Picnic table purchase
- Money coming out of restoration funds coming out of the Capital Funds
 - Laura can report out in her notes the ongoing amount for the 2020 construction project

B. Johnston motioned, D. Chamberlain seconded, a motion to approve the Treasurer's Report as presented. All voted in favor.

Librarian's Report:

- The Library Director emailed an extensive Librarian's Report to the Board of Trustees
- A few technical difficulties with the laptops; but seems to have resolved
- People have been working outside at the picnic table and happy
- Scott Welch (technology consultant) suggested that BPL place another connection in the reading room to ensure people can access throughout the building. Wait until after construction is completed before finalizing a decision.
- BPL has received many boxes of books that Gail is giving books about on Friday's at Story Hour
- Construction is consuming librarians time as there are many questions
- Hoping to begin some adult programming in the Fall months
- Things to consider; how BPL will reopen, when will BPL open?

B. Johnston motioned, L. Coffin seconded, a motion to approve the Library Director's report. All voted in favor.

Accessibility Construction Project:

- Architect bills: Black River Design Co.(April 2020) \$351.53 and Current \$748.71.
 - Jay (principal architect) sent a letter outlining a number of things that have been done that are not part of the contract.

\$7,054.00 overrun is difficult to absorb. Can the BPL Board pay for any part of this overrun amount?

- ❑ Tony talked with Black River Design and negotiated \$4,000 additional dollars to pay for the overrun
- ❑ Arvid Johnson asked if the remaining amount will be documented as an in kind donation.

❑ **REPORT ON THE PROJECT:**

- ❑ The work is going very well
 - ❑ Shafts for lift is already; lift should be installed soon
 - ❑ Bathroom is all framed in with plumbing
 - ❑ Utility room set up with heater and floor drains
 - ❑ New kitchen area not started yet, but should not take too long
 - ❑ Asbestos has been removed; concern that there may be asbestos in the tiles that are on the floor. With the stacks removed there is now a need to test the tiles and plan how to address broken/missing tiles in the removed stack area
- ❑ Water infiltration: Tony, Bud and the Construction company have been trying to find a way to stop the water from seeping into the wall.
- ❑ Water comes off of the eaves and lands directly onto the foundation; originally the road was 3 feet lower.
 - ❑ Through the Historic Preservation Trust there may be some money to help pay for this added expense
- ❑ Larry Coffin inquired about the need to inspect the oil tank due to new mandates. Call the fuel company and ask for an inspection.
- ❑ Gail had the idea of putting bookcases along the stairs leading down to the children's room rather than a railing; bookcases would serve as a protection from people falling; cost extra \$1250 according to the construction company. Is this something that the Board would like to pursue?
- ❑ Bud asked if the plans have been submitted to the Librarians for the Front collection desk. Gail has not seen anything yet. If there is \$14,200 in Memorial fund there should be enough money to pay for the bookcases going down the children's room stairs and the Librarian's collection desk

B. Haas motioned, and B. Johnston seconded, a motion to approve spending the money for the use of bookcases along the stairs leading down to the Children's room (\$1,200),

and for a new Librarian's circulation desk (approximately \$12,000). Tony Brainerd is authorized by the Board of Trustees to negotiate this construction. All voted in favor.

Other Business:

- ❑ BPL is still missing a little library; originally thought Copeland's would built it but maybe someone else would like to
- ❑ **2020-21 Annual Appeal:** Angela will write a rough draft for the Annual Appeal letter and send it to the Board for edits and suggestions.
- ❑ Health care; some information has been gathered but more needs to be done.

B. Johnston motioned, D. Chamberlain seconded, a motion to adjourn at 7:50 pm. All voted in favor.

Next scheduled Board of Trustees meeting is Thursday, September 10, 2020 @ 6:30 pm.

Respectfully submitted,

Angela Conrad-Schlager
Bradford Public Library Secretary