

**LARCHMONT PUBLIC LIBRARY
BOARD OF TRUSTEES SPECIAL MEETING
MINUTES OF MEETING
AUGUST 4, 2011**

The Larchmont Public Library Board of Trustees met on August 4, at 10:45 AM. Present were Board Chair Pamela Dubitsky, Trustees Jennifer Jordan Conley, Lauren Gottfried, and John McGarr, and Acting Library Director, June Hesler.

The meeting was called to order at 10:50 AM.

The special board meeting was called to address the façade project. Board Chair Dubitsky gave a review of the project. On July 28 she, along with John O'Malley and June Hesler, met with Dominick Calgi and David Chen of Calgi Construction Management, and Kevin Miley of Hillman & Miley (construction engineers) to discuss revised estimates for the project. The revised estimates were received later that day. Miley's office is to provide engineering and design documents. Calgi is to produce the bid documents based on these documents.

In addition, Board Chair Dubitsky stated that she had met with Jim Staudt, the village attorney, as to the scope of the project. John McGarr asked if Jim Staudt would be involved in the bidding portion of the project. When the documents are received, Board Chair Dubitsky will contact Jim Staudt. He also asked where the building materials would be stored. One possible solution could be the side of the building near Albee Court. Lauren Gottfried asked if the project needed to go before the Village's Architectural Review Board and was told that this was not necessary.

Jennifer Jordan Conley made a motion, seconded by Lauren Gottfried, to approve the following resolution which was then passed unanimously:

Resolved, that in order to properly maintain the facade of the library building, the Board of Trustees has determined it is necessary to (1) replace the circular columns, (2) replace the railing and (3) restore the cornices, and therefore, to do such work, the Board shall retain the engineering and architectural services of Hillman & Miley, at a price not to exceed \$33,900, and the bidding and construction management services of Calgi Construction Management, at a price not to exceed \$35,320, with the goal of commencing such work on the facade in the Spring of 2012.

Pamela Dubitsky will inform and update Marlene Kolbert, Josh Mandell and Valerie O'Keefe as to the façade project and contact Calgi and Miley.

At the Finance Committee meeting on June 9, the question was raised whether the \$250,000, which had been moved from the library's surplus fund to the Children's Renovation Fund, now be moved from the Children's Room Renovation fund to the

capital fund (97-3). The question was later posed to Denis Brucciani, Village Treasurer, who recommended that the Board pass a resolution proposing such a transfer. Upon a motion by John McGarr and seconded by Lauren Gottfried, the resolution was passed unanimously. It stated:

Resolved, that \$250,000 from the Children's Room Renovation Fund shall be transferred to the Library Capital Fund (97-3).

This resolution shall now be presented to the Village board.

Also raised at the Finance Committee meeting was the possibility of using the \$43,000 left over from the 2006 HVAC project for the boiler project. Denis Brucciani had consulted with the bond attorney and again the recommendation was for the Board to propose a resolution. Questions were raised in connection with this, which Acting Director Hesler will ask Denis Brucciani.

The Board then reviewed the Budget Performance Report dated 7/31/11 and John McGarr gave a review of the current operating expenses.

Board Chair Dubitsky mentioned that she and Acting Director Hesler met with two members of the Larchmont Garden Club. As the club will be celebrating its centennial in 2013, the members have designated the library as their centennial project, which will include a landscape design to be implemented in the Fall of 2012, providing blooms in Spring 2013. In addition, the Club will provide seasonal plantings for the planters now placed at the entrance of the library.

The meeting adjourned at 12:20 PM. The next regularly scheduled meeting of the Board will be September 14, 2011.

Respectfully submitted,

June Hesler
Acting Director