

Wilson Community Library Meeting Minutes
January 13, 2020

Attendees: Bob Kane, Jim Madan, Pauline Kurtz, Kathy Neville, Melissa Langridge, Diane Muscoreil

Meeting called to order 7:03

Construction Update:

- Jeff presented a breakdown of everything that needs to be done and how much it costs. He is clarifying the tax being included in the quote with the elevator company. It is not included in the price listed.
- Do we need to do the existing bathrooms? If we do not, then that will give us some wiggle room money. We need to ask Mike Seeley about that.
- 3 meters coming in...to get all up to date and to code it will cost \$11,250.00 and will end up with only 1 box and 1 bill.
- Asbestos Removal (\$4,653.75), coffee bar window (leave it there and have MH White replace it) are all included in the breakdown for how much it will cost.
- **Anybody contacted MH White about the windows? No, we are waiting for the official plans before we bring MH White in.**
- Pull some money out of the contract. Brick veneer wall and bookshelves underneath the stairs could be removed to save money. Can we go with wood stairs instead of steel ones? Brick wall can go, but we need to ask Mike Seeley about the wood stairs, that would save \$4,000., but we would need to fire code them.
- Restoration- It is pine, it is soft and doesn't wear well, can redo East side but it would have to be redone again in 2 years. He would have to sand down the other side so much that it would compromise the integrity. There is no hardwood up there to restore it. Need to put some type of flooring up there. J&D is best priced on hard serviced floor. Suggests an Armstrong floor. He will let Melissa know when it's time to start shopping for the floor.
- What was submitted to the State per estimate? Jeff's original quote was submitted to the State. If we start changing things
- The permit- The way Jeff reads it is \$1312. There is some discrepancy between the business and the residential. Jeff will look into it. **He needs stamped plans before he can look into it.**
- Potential place to pull money...two windows on East side and roof to be reframed over- not doing that would save about \$2,000.
- Melissa will give Mike Seeley the breakdown.
- Plans need to be submitted to the Town to be approved. Jeff is looking at 2-3 weeks before he can do anything more.
- Jeff will call the asbestos removal people and schedule it for them time in which he is waiting for the plans. Jeff will pay the company and we will include it in Jeff's final bill.
- We will defer to Mike Seeley's professional guidance on the stairs, the roof and the bathrooms.

Approval of December Meeting Minutes-Jim/Pauline-**Approved**

Bills to be Paid-Jim/Bob-Approved

- Village of Wilson- \$210.60- Water
- Town of Wilson Tax Collector- \$139.51
- NIOGA Library system- \$677.50- LAA Operations
- National Fuel- 100.91
- Selective- \$371.00

Motion to Adjourn- Jim/Bob-**Approved**- 8:24

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- Verizon- \$120.73
- Century Link- \$15.50- Long Distance
- Spectrum- \$74.98
- National Grid- \$171.97

Correspondence

- Christmas Card from MH White
- Ester Myers sent a Thank You to the staff as well as a donation.

Director's Report

- Circulation Numbers- See Director's Report for details
- Library Construction Grants maybe going away. We should still be okay to get the \$200K for the Children's Room
- Lots of donations- See Director's report for listing.
- FOL will handle to monthly payment to Dolly Parton's Imagination Library so long as it doesn't exceed \$120
- Melissa is surveying and getting info for Baby Playtime

Old Business

- **Brokerage Account-** Jim will call about it tomorrow.
- **IRS Late Filing Update-** Jeanine will not provide Melissa with a copy of the letter she sent to the IRS regarding the late filing. Melissa sent her three emails and did not receive a reply to any. I walked over, but she wasn't in that day. Therefore, we don't have any information about the late filing for 2018. We have gotten another bill in the mail from the IRS. The taxes have been filed. Have Melissa send a letter stating that we are having trouble with our current accountant. Jim offered his assistance to Melissa if she would like help drafting the letter.

New Business

- Mike Seeley would like a total budget cost. We will need Marge in order to answer that question. Where is the \$67,000 (roughly) difference coming from? The Endowment?
- Should look into the rules governing the Endowment about money usage.
- Executive Meeting is scheduled for January 27th @ 7pm @ Town Hall.

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