

Cornwall Public Library Board of Trustees Regular Meeting
May 13, 2021, 7PM
Transcription

Stephanie Wolf: Okay, so I'm going to call the meeting to order at 7:02. All trustees are here except for Matt Rettig, who is absent, and Emily will join us when she can. We have staff Charlotte, Meaghan Doyle and Catherine taking minutes. I'm going to switch things up a little bit from the agenda so that Lynn can take the oath of office early so she can participate in the voting of tonight's meeting. So Charlotte, did you give Lynn the oath?

Charlotte Dunaief: Yes, Lynn has it.

Stephanie Wolf: Okay. So Lynn, you'll just need to read it and sign it while we're all witnessing it.

Lynn Daniels: Okay. Organizational oath of office. I, Lynn Daniels, do solemnly swear and affirm that I will support the Constitution of the United States, and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of trustee of the Cornwall Public Library, according to the best of my ability.

Stephanie Wolf: Great.

Lynn Daniels: I'm signing it now.

Meghann Chyla: Awesome Lynn!

Stephanie Wolf: Welcome.

Lynn Daniels: Thank you. Very exciting.

Stephanie Wolf: Yeah. And then you'll get that back to the library.

Lynn Daniels: Okay.

Stephanie Wolf: Awesome. So I just moved that up so that Lynn can participate in all the voting that we have to do.

Lynn Daniels: Thank you.

Stephanie Wolf: Welcome Lynn. If you have any questions about anything that we talk about tonight, let us know because we probably will run through things and if you're-

Lynn Daniels: Okay.

Stephanie Wolf: We don't know what you know, and don't know. So.

Charlotte Dunaief: And Lynn, I'll try to remember to put a trustee manual out for you to pick up.

Lynn Daniels: Okay, great.

Stephanie Wolf: Okay, so we were going to, we have approval of the minutes is the next thing on the agenda. We actually have, I added to the agenda, the April 19th special meeting we had because we had actually two meetings in April. So we'll need to approve both of them. So we'll start with the April 8th, 2021 minutes. Did anybody see anything that needs to be changed? Or have any questions?

Carol Stein: Nope. All good.

Stephanie Wolf: All right. Can I have a motion to approve the April 8, 2021 minutes, please? Melissa will motion, second?

Meghann Chyla: Second.

Stephanie Wolf: Meghann Chyla will second. All in favor?

Board members: Aye.

Stephanie Wolf: Great. Okay, so on to the April 19th, 2021 meeting minutes. That was the special meeting that we had that lasted about 20 minutes, about the bylaws.

Carol Stein: Yup, I'll make a motion to accept the minutes.

Stephanie Wolf: Carol makes a motion, Megan Chyla seconds, all in favor of approving the April 19, 2021 minutes?

Board members: Aye.

Stephanie Wolf: Awesome. We're on a roll. All right. So we're going to go to the warrant #10. That's, Lynn, that's what we see every month. That's what the library spends every month. So that's kind of like our, I always call it like a check register. It's all the expenses for the month.

Carol Stein: So typically, we would give this out in advance and the Finance Committee goes through it and everybody can go through it and then ask questions. And since, you know you'll have to get on certain committees- Actually, we have to figure out which committees she should go on but-

Stephanie Wolf: Yeah.

Carol Stein: So but that committee would look at it, and then maybe make any notice of anything in their report. Certain things do get paid ahead of this meeting because they have to be, things that are, we consider contractual that are very standard. So those we get, those get paid everything else we kind of wait till the Board approves it, and then we, then they release the checks. So we do have a say in saying somebody shouldn't get paid if that is the case. But Charlotte is, on the, on this warrant was there that one thing that you wanted to point out that was a little confusing, or is that not on the warrant? I forget now.

Charlotte Dunaief: No, that's not on the warrant.

[unintelligible]

Charlotte Dunaief: I don't know if they're on the warrant. Maybe they are.

Carol Stein: I think with the Graybar they're on here. And the other thing too-

Charlotte Dunaief: Graybar, right.

Carol Stein: And the other thing too, Lynn, that gets confusing is you have to kind of look sometimes at how it's coded. And that's under that split column because that's just what, how it is in QuickBooks.

Charlotte Dunaief: It really has nothing in their font- They're actually legitimate invoices.

Carol Stein: Okay.

Charlotte Dunaief: It's just that they were coded to labor.

Carol Stein: Okay

Charlotte Dunaief: Instead of to lighting on their end.

Carol Stein: Okay.

Charlotte Dunaief: And I have to have, it's a lighting for the DASNY grant.

Carol Stein: Okay.

Charlotte Dunaief: Or they might not pay for parts of the grant which I have already contacted Christine, and she's fixing it.

Carol Stein: Okay.

Charlotte Dunaief: I did have a couple things, though, that I wanted to bring to your attention. United came twice, once at the end of March and one at the end of April, but they both ended up on this warrant because of how they sent the bills.

Carol Stein: It's okay. Yup.

Charlotte Dunaief: It happens occasionally. And then there should have been an additional \$959 on here for the vote postcards.

Carol Stein: I think that they were on here.

Stephanie Wolf: There's a "vote mailing."

Charlotte Dunaief: Right. But that's, that's the mailing not the printing of the postcard. There should have been \$959 for the printing of the postcards-

Carol Stein: Okay

Charlotte Dunaief: To P&P Printing. So the check is, is gonna go out to them for that. It's just not showing on the warrant. And I wanted to bring that to your attention.

Carol Stein: How much was it for?

Charlotte Dunaief: \$959.

Carol Stein: Okay. Okay.

Charlotte Dunaief: It's, it's approximately the normal amount that-

Carol Stein: Yeah, yeah, that's a required postcard that we have to send out. So.

Charlotte Dunaief: Right.

Carol Stein: Yeah, and the other thing too that's a little confusing is that sometimes you might see things that we are paying, but are really going to our capital fund. They're not part of our operating budget. So it does get a little confusing and at some point I could sit down with you and explain that, but it is, looks fine. So I don't think we had any issues. Finance committee did not meet directly, but we did look at this, so. And you can always email Charlotte or myself or Emily, the treasurer if you have any questions, and then we'll get in touch with the right people and figure it out.

Stephanie Wolf: Melissa, you had something?

Melissa Greaves: I do. I didn't realize I was on mute. I'm just looking. I see United. We got billed twice.

Carol Stein: We just said that.

Charlotte Dunaief: That's what I just said.

Carol Stein: One was for April.

Charlotte Dunaief: They came once in March and- Once late in March and once late April.

Melissa Greaves: Okay.

Charlotte Dunaief: The bills came through close together.

Carol Stein: It was a late billing.

Charlotte Dunaief: Yeah.

Melissa Greaves: Okay. That's what- I was looking for March dates, but seeing April dates. That's right.

Charlotte Dunaief: Yeah.

Melissa Greaves: Got it.

Carol Stein: Yeah, there's really not a lot of room in the memo. She could have written March late billing, you know, April, like should- I have to tell Valerie to do that sometimes. It will make it easier. It would make it easier to, to note those kinds of things right in the memo, but I can work with Valerie on that. I'll make a note to do that.

Stephanie Wolf: Lynn, I'm just want to double check. You can get to the G Drive, the shared drive and see all these things.

Lynn Daniels: I have.

Stephanie Wolf: Okay. You can't tonight because you can't log in.

Lynn Daniels: Yeah, it's a little frustrating, but yeah.

Stephanie Wolf: Okay.

Lynn Daniels: I did look at most things in there.

Stephanie Wolf: Okay.

Lynn Daniels: Not committed to memory yet.

Stephanie Wolf: No.

Lynn Daniels: Thank you.

Meaghan Doyle: Can I just ask real quick? Lynn, are you having trouble logging in? Is it trying to approve you or?

Lynn Daniels: Yes.

Meaghan Doyle: Oh, so I should be able to help with that. We don't have to do it now. But if you want to call me tomorrow, we'll, let's talk at the end of this meeting after we're record, when we're done.

Lynn Daniels: Great. Thank you.

Meaghan Doyle: Sure.

Meghann Chyla: Stephanie, did you see in the chat that there was another meeting from April 29th, a special meeting? Do we need to approve that?

Stephanie Wolf: Oh, yeah. I didn't see that in the chat. Yeah, we do. I didn't see that in the Drive. But I mean, they'll be-

Carol Stein: I think they're there. I thought that's what we just approved.

Stephanie Wolf: No, we approved the April 19th one where we went over the bylaws-

Carol Stein: Oh.

Stephanie Wolf: But we, to approve the meeting where we actually appointed Lynn.

Meghann Chyla: Right.

Carol Stein: Okay.

Meghann Chyla: So motion to approve.

Stephanie Wolf: Yeah, here it is. April 29. Sorry, I missed it. The only change I have that it wasn't a unanimous approval.

Carol Stein: It was- Oh, that's right. It was not, right.

Meghann Chyla: Are you gonna change that Catherine or do you want me to?

Catherine Incledon: I don't have access to change it in the Doc. So if you wouldn't mind doing that.

Meghann Chyla: Okay.

Catherine Incledon: Thank you.

Meghann Chyla: Yep.

Stephanie Wolf: Then we can just say it was approved because it wasn't unanimous.

Carol Stein: We can approve it with that amendment.

Stephanie Wolf: Yeah. I meant the minutes, what, the appointment of the trustee wasn't unanimous.

Carol Stein: Oh, okay.

Stephanie Wolf: That's what I meant, sorry. Okay, so then I'll need a- Has anybody seen anything else? Okay, so I need a motion to approve the minutes as amended. Melissa, someone second? Meghann Chyla second, all in favor?

Board members: Aye.

Stephanie Wolf: That's unanimous. Okay. Thanks, Meghann, for bringing that up. So we'll go back to the warrant. Need to open it back up again. Sorry. Because I need to total.

Carol Stein: The total is \$89,339.78.

Stephanie Wolf: Yup.

Charlotte Dunaief: Plus \$959.

Stephanie Wolf: Plus 959.

Carol Stein: 959. Okay. So now you're making me do math. Okay.

Charlotte Dunaief: Sorry.

Stephanie Wolf: Yeah, exactly. 89339.76 plus, how much was it? 959?

Carol Stein: Plus seven eight, I think. So 90,298.78

Stephanie Wolf: Yep.

Carol Stein: I'll make the motion to approve the warrant in the amount of \$90,298.78.

Stephanie Wolf: Awesome. I need a person to second. Matt S. will second. All in favor?

Board members: Aye.

Stephanie Wolf: So we have approved the warrant \$90,298.78.

Meghann Chyla: Just one second before we move on from that. I'm looking to change that, the wording on that executive meeting. The way I'm reading it is the motion to approve the appointment was unanimous at the end. But it- Are you saying it wasn't, because I didn't-

Stephanie Wolf: It just was approved. It wasn't unanimous.

Meghann Chyla: So just put approved?

Stephanie Wolf: Yeah, just take out that word.

Meghann Chyla: Okay, got it.

Matt Rettig: Alright, y'all, I'm sorry. I'm late. I totally lost track of time. My bad.

Stephanie Wolf: That's alright.

Matt Rettig: I'm sorry. I don't have a good excuse so I won't give you a bad one.

Stephanie Wolf: Hi Matt. So we're on to- We just approved the warrant and we're on to public remarks. Which, there's no public so I don't think we have any. So communications and donations.

Charlotte Dunaief: Okay, so I have three notes from patrons. One is dated April 3. It says, "Just want you all to know that during this terrible past year, the Cornwall library has been a lifeline for me. Sincerely," And I cannot, I'm sorry. I cannot read the last, the name. It seems to be Carol. But I don't think that's what it is. I'll have to have somebody else look at it and let you know. And then there's one from a young patron. "Dear Cornwall Public Librarians, Thank you so much for everything. You guys are amazing. I really love the library. All the cookies we donated were donated by cookie buyers for you. We hope you enjoy them. On behalf of Girl Scout Troop 21, thank you, Siena."

Melissa Greaves: So sweet.

Charlotte Dunaief: Yeah, they, her Girl Scout troop donated I think like four boxes, four cases of mint Girl Scout cookies to the library.

Stephanie Wolf: Oh, nice.

Charlotte Dunaief: I'm sure they all gained five pounds each.

Stephanie Wolf: If they will be the Trefoils I definitely would have.

Charlotte Dunaief: None of those can tempt me. So and the next one is dated April 12. It says, "Dear friends, librarians and volunteers, It is always a pleasure to come to the Cornwall library. Your staff, it, as well as your volunteers do so much to make it a welcoming place. Sincerely, Ronnie Honigsbaum." So that's the three communications. And then we have our usual donation from Dr. Barry John Capella of \$50.

Stephanie Wolf: Okay. So we'll need a motion to accept the donation from Barry John Capella, \$50.

Carol Stein: So moved.

Stephanie Wolf: Carol moved, make a motion, Meghann Chyla will second. All in favor?

Board Members: Aye.

Stephanie Wolf: So we're accepting the donation of Dr. Barry John Capella for \$50. And someday, I will say his name correctly.

Charlotte Dunaief: Not an easy name. This isn't really a donation, but I wanted to make you aware of it. Brenda worked on the insurance audit for our, I can't remember what it's called now. But she, because of her efforts we got a dividend of-

Megahan Doyle: It's the workman's comp.

Charlotte Dunaief: Workman's comp, that's right. Because of that we got a dividend back from them for the 2019 insurance of \$1,650.45. And, I mean-

Stephanie Wolf: That's great.

Charlotte Dunaief: That's a nice chunk of change to get back. And I think it should be acknowledged.

Stephanie Wolf: Very nice. Kudos to Brenda.

Charlotte Dunaief: Yeah, she worked really hard on that audit. So. Okay. Meaghan, did you get the Director's Report?

Meaghan Doyle: I did.

Charlotte Dunaief: Okay.

Meaghan Doyle: Alright, so we're ready for that now. Right?

Stephanie Wolf: Yep. You're up.

Meaghan Doyle: All right. So a lot, this is a busy month, April is jam packed. Biggest thing is, of course, the vote, which, you know, went very smoothly. It passed. We're very excited. You all were there. So you know, but we had 318 Yes, to 18 No. Stephanie Wolf and Melissa Kulisek-Greaves were both reelected to the trustees. And we had 61 absentee ballots that were received in time to be counted. We did receive a few more after that. But they're just still sealed, it was too late. So they're just stored with the materials. And so that all went really well. Personnel, you know, nothing new there, a lot of vaccines going around. So we're in good shape, we're getting, you know, trying to get comfortable doing the best we can moving forward with that. Programming, there was a lot going on this month, Brenda had a couple of different lectures. And this I thought was really interesting, I put it in my report, but I just want to acknowledge that she connected with Woodland Ponds, which is a senior living community up in New Paltz, and she was able to broadcast one of our Zooms through them, and they put it on their closed circuit TV channel. And so all of their residents could tune in and watch that safe banking program, which is really good, because they're really the target audience for that kind of a program. So that was a really nice connection for her to make. Also, I did not note it in my report, but if you guys aren't following us on Facebook and seeing the videos and the storytimes that the children's department is putting together, Rebecca Barth is doing an incredible job with our, with her video skills. She's just come such a long way in a year. So they're really cool. You got to check them out. The other big thing programming-wise for this month was the Timothy Mumford Memorial Poetry Competition. We had 47 young people submit 76 poems, including one from India. Well, one kid, two poems came from India, I have no idea how he found it. Must have been online somewhere. I'm not aware of any connection to Cornwall. But I thought that was pretty notable. And then I do just want to read for the record that the top poems from each of the kids were in the age five to six group was "Beautiful Spring" by Brady Begnyak, age five. In the age group seven to nine, the poem "Diving" by Brian Pegues, age nine. The age 10 to 12 group, the poem "Leap of Faith" by Siena Pegues, age 11. And then age group 13 to 15, the poem "Roots" by Ellen Kramer age 14. And then the 16 and up group was the poem "Time" by Alisdair "Alex" Neighbors age 16. And then interestingly, he actually also took the top poem prize for his poem "Mr. Hamblin's Patch," and he couldn't attend the ceremony but he submitted some YouTube recordings of him reading those poems. So we were, we tried to play them, we had a little trouble with the technology. But it was a good program, the, everybody, the participants were there. It was, it was really nice, and the Mumfords came

and they were really appreciative that we continue to do this. So it was a, it was a nice afternoon, even though it was still Zoom.

Charlotte Dunaief: Next year it's got to be in person.

Meaghan Doyle: Yeah, hopefully it will be. Fingers crossed, we should be back to normal, right. And then the last big thing for, accomplishment for this month is the site sign was finally installed, completed and you know, it is operational. We, as of now seem to have fixed whatever the trouble was with the breaker. So, you know, as far as I know, as of today, knock on wood, throw salt on your shoulder, all those good things. It's in business, and it looks great. People have been really happy about it. A lot of people have come in and said, "Oh, the sign looks so nice." So, so good work everybody. That looks great. And I think that that's it from me, unless anybody has other questions for me.

Carol Stein: No, I just, I just want to say that, that I think, you know, it was, it was not an easy thing to do what you were doing, and you stepped in very well. And we appreciate your efforts to do that, Meaghan. I know Charlotte could relax and recuperate because she knew it was in capable hands. And we thank you again for being willing to step up.

Meaghan Doyle: Sure.

Carol Stein: And go from there.

Meaghan Doyle: My pleasure. Thank you.

Stephanie Wolf: We appreciate it, Meaghan. You did a wonderful job.

Meaghan Doyle: No problem. Thanks.

Stephanie Wolf: Okay, so we'll move on to committee reports. Finance Committee.

Carol Stein: So Finance did not meet, we are planning a larger, longer meeting in June that we can hopefully do in person, and really delve into the reports just before the end of the year now. Emily has put together, our treasurer's put together projections, and it looks like we will have, end with a surplus, which is, we did predict that as especially started mid-year with different, different, less spending in different places. So that's really going to be positive. We will need that because as the Buildings and Grounds committee will tell you later, we're going to be seeking some proposals for engineering services, which are going to cost us some money to do that, to make the right decisions for the grant. So we'll get into that in the next meeting. But we are looking to use some of that surplus for that. And then Emily will be putting, making a recommendation for us to put some of the surplus into the capital so that we have money actually to match the grant that we want. So all in all, it's going to be a good favorable position for us. And so we'll have a much

fuller report in June when we have had the time to really digest it. And then we still won't have the final June, I don't think we'll have the final June data until July. So we really won't be able to close the year until July, but just to let you know that that's where we're headed. And Emily's done some wonderful reports here. And so I am grateful that she stayed on as treasurer and we did not lose her. So thank you, Emily.

Stephanie Wolf: She's, she's on- Here she is.

Emily Milton: I'm sorry, I got kicked off for a minute. And I would just rejoin. So I missed the last few minutes. I'm sorry.

Carol Stein: Well we just missed all your kudos to you.

Stephanie Wolf: Yeah.

Emily Milton: Oh, oh, I'm sorry, I missed that then. Good, sorry.

Carol Stein: You can listen to the video or the recording.

Emily Milton: Sounds good.

Carol Stein: You want the swell head. Alright. So we will be in depth. In June, the Finance Committee will put the date and then we'll really do it in depth. So.

Stephanie Wolf: Great. Does anybody have any questions for the Finance Committee?

Carol Stein: Well the Buildings and Grounds will, because they want money.

Stephanie Wolf: Okay, so Meghann Chyla, Policy Committee.

Meghann Chyla: So we didn't have anything new for this month. But if you look in the Drive, there were two that people asked us to review. So Charlotte had some questions about the Educator Card Policy. I know we have worked on this one for a few months, because it seems like the language is difficult, and we're trying to make sense of it. So Charlotte was out when we last had our discussions. So I wasn't sure exactly Charlotte, what you wanted to bring to the group.

Charlotte Dunaief: Well, there's just a couple of things that weren't consistent throughout the wording. So I made them consistent and I think we just need to approve the changes to consistency. They're Educator Cards, not Educators Cards, and they were listed as both in the one that was approved, and I just made it Educator Card throughout the whole thing. And also, in the last, the last paragraph, it said if an Educators Card is lost, report it immediately to CPL. And I made it make more sense. If an Educator Card is lost, the card holder should report it immediately to CPL. And that's really it basically-

Meghann Chyla: Okay, so it's nothing major in with the content was a problem. Okay.

Charlotte Dunaief: Nothing with, nothing that changed the content, no.

Meghann Chyla: Okay.

Charlotte Dunaief: Just making, just making it more consistent throughout.

Stephanie Wolf: I have a question just because there's red lines under it that says "nnnTeacher."

Meghann Chyla: Yeah.

Charlotte Dunaief: That's only, that only shows in the Drive. It's because it doesn't like, "nnnTeacher" is not a real word.

Stephanie Wolf: Right.

Charlotte Dunaief: So-

Stephanie Wolf: I didn't know if that was intentional. And that's okay if it is-

Charlotte Dunaief: No, it's just the way it shows in the Drive. It doesn't show when you print it.

Stephanie Wolf: Yeah, yeah, I know that. I just didn't know if the N, three Ns were supposed to be there. That's what I meant.

Charlotte Dunaief: Yes. They're supposed to be there. It's, that means that like, if it was a teacher from the CPL, or getting a CPL card, it would say "CORTeacher." If it was from Washingtonville it would be whatever code that they put in front to make it Washingtonville.

Stephanie Wolf: Oh. Okay. All right.

Charlotte Dunaief: Okay.

Meghann Chyla: Okay, so is everyone okay with this now?

Stephanie Wolf: Yeah. So we'll need a motion to approve the revised Cornwall Public Library Educator Card Policy. Melissa makes a motion, anyone second? Matt R. seconds. All in favor? Aye. Alright. So we have approved it as amended.

Meghann Chyla: Okay. And the second one, I don't know if we need to reapprove, but Matt had sent us an email, Matt R., asking if we had a Procurement Policy. And we do and we just approved one in December. So Matt, if you want to just maybe talk about, I know you went to a meeting, and you're curious if we had one. We had just approved this, but if it's

not, you know, I know you're questioning the HVAC system and I know the Buildings and Grounds Committee probably has something to report on that in a little bit, but if there's anything else particular we should take a look at in this.

Matt Rettig: No, I, just that one of the trainings I was on said make sure you, especially if you're undertaking a big project is maybe just make sure you review it. I had a brain fart and forgot we had just approved it a few months ago.

Meghann Chyla: Okay.

Matt Rettig: So I did read, I did reread it. I mean, review it, you know, and it seems like we're complying with everything, we're soliciting bids, etc. So, you know, excuse the ring, I think.

Meghann Chyla: No, but as long as it looks good, you know, based on what you've heard, okay. Okay, so that's all.

Matt Rettig: The key was not so much that it has to say x, y, and z, but the key was, whatever it says, make sure you're complying with it. [unintelligible]

Stephanie Wolf: Right. And we do. And I was on that training, too. And it was talking about the larger purchases, and we do have a specific sentence about purchases over \$5,000. So I think we're covered.

Matt Rettig: That's all I had. Yeah.

Meghann Chyla: We don't have to reapprove. We just wanted to bring that up real quick. Okay. Thank you. That's all Policy has.

Stephanie Wolf: Okay. Oh, this is the big one. Melissa, Buildings, Grounds and Garden.

Melissa Greaves: Well, before I get to that, I do have a question. I was reading the Sunshine Fund. Do we have a current one with current dates? I know, I think that like the dates were wacky, and I think they were even 2018. But then also, the submittal dates were weird. So I didn't know if we had a current Sunshine Fund. It's not a policy. I don't know what you call, form?

Stephanie Wolf: Sunshine Fund. You mean Good Idea Fund?

Melissa Greaves: Yes. I'm sorry.

Stephanie Wolf: Okay.

Melissa Greaves: Sorry. Thinking about sunshine.

Charlotte Dunaief: Nobody's updated the form because I didn't, I didn't know and I didn't make this form. So I didn't know it had dates on it.

Melissa Greaves: Just something to be aware of.

Charlotte Dunaief: Yeah. I'll, I'll revise it. I'll take dates out. Because I think that we should accept whenever anybody has a good idea, I think we should accept it and get it on to the next Board docket as soon as possible. I don't think we should make people wait around. I think it sort of discourages the creativity of thinking of things.

Melissa Greaves: I agree. So, Buildings, Gardens and Grounds. April was incredibly intense. Meaghan, the site sign, the amount of balls that you juggled during that, she was juggling electricians for one project, electricians for the site sign, subcontractors for the site sign, the actual site sign manufacturer, and nobody was doing anything right. There were errors, it was, it was kind of crazy and very intense. And she handled it very gracefully and without breaking a sweat. And, and there, there was a lot of sweat to be. So really amazing, amazing job and an amazing coordinating it all and-

Meaghan Doyle: I was sweating, don't worry.

Melissa Greaves: It didn't look like it. So, in my report, you can see that there were just like a few hiccups at the end. And I think that there's several things that we have to have somewhere on record for the future. One of them, aside from the breaker hopefully not blowing again. So at some point, the subcontractor admits that at some point during the pouring of the concrete for the foundation, the form was bumped out of whack. And because that is now not level, when they took the prefab, prefab brick sort of structure to hide all the structural stuff. That wasn't, that was totally out of whack. So they built this shroud, and now they're building a shroud. Their shop is very far away. And you know, there were several problems because the shop was very far away. So what it came down to was we were worried about weather creeping in under that crack, animals creaking, creeping in under that crack. So they caulked it with a silicone, kind of like you would do to your tub, but an outdoor construction grade silicone. And they said that they are responsible. If that caulk wears out in a year, they come back and reseal it. If it wears out in five years, they come back and reseal it. So I think that that's something that should be noted somewhere. We also talked about the fact that in our contract they were supposed to provide a dump truck, which they didn't again, because of the language "Our shop is so far away." So that we kind of lucked out in the sense that we used all those spoils from digging the foundation and we used them elsewhere. We use them, I believe Liz used some in the garden and then they regraded a lot of it with the spoils. So and then up until really just a few days ago, a week ago, they were still having to coordinate RPC, the electricians and Daktronics and Acuity or just Daktronics-

Charlotte Dunaief: Just Daktronics. Acuity has nothing to do with the site sign.

Melissa Greaves: You're right. You're right. I'm using, I don't know, I'm all over the place today. And that so strike that on my report too. That's the interior lighting. Sorry about that, the sunshine has got me, like I have no idea what's going on. Okay, so that brings me to the interior lighting, which is Acuity. So they started yesterday, and I believe they finished yesterday. They finished the rewiring of the dimmer switches, which you can remember we paid extra for. And they finally finished the wiring there. However, Charlotte if you want to speak about there's still problems with the ballasts.

Charlotte Dunaief: Yeah, there's still some problems with the ballasts causing shadows or what looks like shadows but it's actually portions of the lights that are not lighting properly. So I emailed **Josh** Willamot pictures today, and he is in contact with Acuity and I should hear from him about what they're going to do. He's also in contact with the guy who's going to come to program the dimmer switches and hopefully some of the wiring that's laying inside the lights on top of the shielding will be moved so that it's not throwing more shadows.

Melissa Greaves: That's it for lighting, if anybody has any questions, and then I left the same bullet points for generator as last month, because that's still something that's just sort of out there and slowly being worked towards. The DASNY roof grant. We are tentatively on May's schedule with Patterson. I don't know if anybody's heard from them.

Charlotte Dunaief: Meaghan has he, no he hasn't called.

Melissa Greaves: Maybe we just want to reach out.

Meaghan Doyle: Yeah, no, I, the last I had heard from him was the same as prior to our last meeting, which was he'll put us on the schedule to get in touch when it gets warmer. And that was, that was the last so we need to follow up.

Melissa Greaves: Okay.

Meaghan Doyle: Yeah.

Charlotte Dunaief: We'll do that tomorrow.

Melissa Greaves: And so that brings us to the big, the biggest chunk of Buildings and Grounds. And we did have a meeting this month. So the HVAC system, this is going to become a more quickly moving project because there is a grant that we can apply for. Prior to applying for the grant, we need to put out to bid for an engineer. So you can have an engineer design a new system for you and then walk away and say, "Here's the plans. Good luck with that." Or you can have an engineer say "Here's the plans, I'll be on site to

coordinate the trades.” There's going to be several trades involved, I'm sure there's going to be electricians, there'll be the HVAC installation company, there may be construction laborers, so they're going to coordinate everybody and say, “Well, you know what, that's supposed to be 15 feet this way or 3 feet that way.” So within our request for an engineer's proposal to design the new system while trying to utilize as much as the saveable infrastructure that they can, we're asking them to line item out them being the project manager/general contractor, there's several different ways you can say it, construction admin. So we have to put that out. Charlotte is going to put it in the paper. So because of the grant process, you know, we're making sure we know what Ts to cross and what Is to dot. This will be my first actual going through the grant process from the beginning of, I kind of picked up everything mid to end stream before this. So we've been working back and forth on the actual request for those engineering bids. And we've got it pretty well written. I did send it to Meghann to see if she could check our grammar, and spelling and all that stuff. So the, in the interim, there is most likely going to be two seasons, one heating and one cooling minimum with our existing HVAC system. It's really kind of going downhill fast. And we, for a while I know as a Board have been talking about how we didn't feel like United has been serving us well. So I have suggested that we contact, there's a HVAC outfit called Armistead which Charlotte has reached out to him, we're going to kind of interview them to see if we need, if repairs come up, can they help us limp along until we get through this process and start putting in the new system. So they're a pretty well-known HVAC company in Orange County. And they do a lot of large kind of institution-like buildings. So I thought that they would be a good fit, and they have really good reviews. So and then one thing that I think, and I think some of the Board agree, some of the committee agrees that we should really be checking into our green options. You know, we're moving into the future. I think that Cornwall as a community supports green building. And if we can do it, that'd be great. But we don't know if we can. So, for example, geothermal. We're on an aquifer so we don't really even know if we could do that. Is that an option? So we're also asking the engineer, you know, are you someone who could help us through that process as well. So, that's pretty much the HVAC unless I'm forgetting something and because of that, I've asked Charlotte to, because I think it might be a little bit of a hot summer. Not sure, we can't put Freon in the system. We've, Charlotte is going to, we've talked about putting the water system back in and getting the water delivery reinstated. So I think that is it for HVAC.

Carol Stein: So Melissa, one thing with Armistead so they will be replacing United as our service carrier. Is that what we're saying?

Melissa Greaves: Well, I wasn't thinking-

Carol Stein: Because, you know, if we're gonna be paying an engineer to get a to get a, by July 1, which is not that far away now. Are we just looking, you know, again, to have somebody service the system until it's serviceable? I mean, it's definitely serviceable. We have to use it. When we switch from you know, are we switching from United to Armistead? Are we asking Armistead to give us a proposal for their monthly check-in and fix thing? Is that what we're doing right now?

Melissa Greaves: Well, I mean, it kind of makes sense to me. Because other, the other option is keep United as our service contractor, but when something breaks, ask Armistead to come fix it? I don't know if that's-

Carol Stein: Well I mean, either, both companies have people that fix things, it's just a matter of who do we trust more. So, you know, I think we should probably go with one company. But are we asking Armistead then to do, take up that maintenance contract, and Charlotte, we're not locked in for the whole year? Right? We do month to month, we can end it whenever we want. Right?

Charlotte Dunaief: We don't have a written contract with United.

Carol Stein: Right. Okay. Yeah. So I think what we should be doing with Armistead is asking them if they would entertain that monthly contract and what it would be, so they can start to get to know the system, do the maintenance, and then also see what minor repairs you have. Because usually, if you're on a maintenance contract, they come quicker for the repair.

Melissa Greaves: That's a good point. I think that the argument for switching from United to Armistead could be that I believe, and if I'm misquoting please, please call me out. But what I'm hearing is, they'll come for their monthly service and three days later, something will break, and we have to call them back in and say, "Hey, you were just here like, a couple of days ago, you didn't notice this thing was about to go?"

Carol Stein: Well, but that you know, I don't know, I get what you're saying. And it, but it's happened to me in my house too, where they service something and then things just break when they feel like breaking. I mean, that's just the system. It just happens. We have maintenance people that do all kinds of maintenance in our schools, and then something breaks just, it just is but I still think we should still have the maintenance, because when you do preventative work if you do, believe it or not probably prevent even more things from happening. And to just abandon that now I'm not so sure. So I think we should get at least a quote from this newer company about what they would charge us for that monthly maintenance. And then how soon their repair time would be if there is a repair.

Melissa Greaves: Okay.

Stephanie Wolf: Right now with United, we don't have a maintenance contract. Do we just call them when something breaks?

Carol Stein: No, no, no, we do.

Stephanie Wolf: We have it?

Carol Stein: They do come monthly.

Stephanie Wolf: Oh, they do come monthly, you're right. I'm sorry.

Carol Stein: [unintelligible]

Charlotte Dunaief: They change the filters and-

Stephanie Wolf: That's right.

Charlotte Dunaief: They're supposed to check the drains. You know, the reason that the men's room, every March, floods from the ceiling is they're supposed to check a drain and they never check it. That kind of thing.

Carol Stein: Yeah so basically, we want somebody that's going to do the work. I mean, we're paying like, you know, \$900 or something a month.

Stephanie Wolf: Yeah.

Carol Stein: So we want to see, you know, and I wouldn't tell Armistead what we're paying, but see if they'll give us a quote for monthly service, you know, and then if that gives us an expedited repair, because that's really also what we need. We need the expedited repair at this point so that people aren't suffering with heat or in the summer and cold in the winter.

Melissa Greaves: Yep.

Carol Stein: And then meantime, the engineer, we can secure an engineer with these proposals to get to a full analysis. And then make sure we just do a month a month contract, that's all. So we're not locking ourselves into anything.

Stephanie Wolf: If Armistead does it month to month contract.

Carol Stein: Yeah, yeah. And hopefully their fees are reasonable. So we'll find out. All right, thank you, Melissa.

Melissa Greaves: So then at the, just again, forward thinking sort of I left it the same as last month with the future of outdoor programming, which is something to think about. Frank Rovello's bench Memorial is something we should be working towards. And a new addition is solar panels. Something to start thinking about. Matt brought up a really good point that we have, we've got a new roof, it's kind of a great time to think about solar panels. And so we need to sort of look at cost analysis and grant funding potentially for that. And again, that's sort of moving towards a greener building where we can so that's just the future Buildings and Grounds and yeah.

Carol Stein: Yeah, just as FYI, most times when you do a solar project like that, you actually don't pay to put the solar panels on, you pay, you enter into a purchase power agreement, and then they own it, they maintain it, and then they give you lease payments for it, and sometimes credits on your energy bill. So it's something we have to look into, it's usually a 25 year agreement. So all of us have to feel comfortable entering into a 25 year agreement. Most of your energy companies will have a solution for this and or outside one so. So yeah, it definitely does take some research as to why and then they'll need to make a presentation to us. And we'll need to make sure we're all comfortable with that because you are committing the you know, the future of this. It's not saying it's wrong, many people are doing it, but it's like, you're locked-

Stephanie Wolf: Very long term.

Carol Stein: You're very locked in, you're very locked in. And you know, they'll tell you that that the rates, that the rate they're going to guarantee you is x. And that that's a great rate, because rates only rise, but I don't know that is always true because sometimes our energy rates go down because of new innovations. So it's something we really have to all be comfortable with. I totally support the idea of solar, I just, we need to understand the financial piece of it. So.

Melissa Greaves: Do you think that the 25 years is for homeowners would be the same for a municipal?

Carol Stein: Yeah, yeah. Because what they're doing is they're spending their money to put the solar panels up. So they, you know, and but we might be able to get into like a community solar program where we're locked in with a group, which might even be better. There's a lot of programs right now, for that, where they're looking for lease space, and then they lease, they lease the space to us. So we're not locked into buying the power from them, which might be a better arrangement for us. So we actually, it takes less than the risk for us. So that might be a way to look at it, a community solar project.

Melissa Greaves: Do you think the leases are, is 25 years?

Carol Stein: Oh, yeah, definitely. But yeah, they are because they're investing again, but at least that's the lease, we're guaranteed money for paying them, or we get, we're leasing them our roof space, then that energy goes into a community solar bank, people buy the power from that community solar bank, we can potentially buy some too, I think we even get some as part of the agreement. And then we still purchase our energy wherever we purchase it. So we're not locked into the rate savings of what it could be. And we actually receive a positive number from that. So I think that might be the better way to approach this if our roof is big enough to entice somebody to be participating with that.

Melissa Greaves: I'm curious, would it have any... Just, I know and don't totally understand the school district owns our property, but not our building? Would that have any bearing whatsoever on-

Carol Stein: Am I am I, this definitely would need a legal review about whether that would be permissible or not, you know, it is a gray area with me in terms of what, who owns what. So this is definitely an undertaking. I think we should first do the HVAC stuff and then tackle this one, because they're both going to take time.

Melissa Greaves: Okay.

Carol Stein: Unless you have a separate committee that looks, just wants to look into this and has time to do it. But if you're going to put it all on this Building and Grounds committee, I think that's too much. So if we can have a separate committee for solar and that committee just suppose to explore it, then that's fine. Otherwise, we need to wait because it's just a lot of work.

Matt Rettig: Or if there's a grant that we have to grab within a certain timeframe for solar, let's say, if you know, then go grab it. And I understand it's a lot of work.

Carol Stein: Yeah, it is because it [unintelligible]

Matt Rettig: HVAC is very, it is urgent. I get that.

Carol Stein: Yeah. Yeah.

Matt Rettig: Hey, going back to the RFP for the HVAC system. So is this, I mean, like, I'm happy with it, like, if everybody else is too, then does that, is that going out this week, then? Because I mean, like Carol said, we're coming up on these deadlines pretty quick.

Charlotte Dunaief: I can get it to the *Times Herald Record* tomorrow.

Matt Rettig: Oh, is that the avenue?

Charlotte Dunaief: Via email.

Matt Rettig: Like, I don't even know what the avenue is, like.

Charlotte Dunaief: Yeah, I think that's one of our papers of record.

Melissa Greaves: I have just one request, which is I want to be able, we did have an engineer come and look. And I just want them to be able, I want to be able to contact them to tell them we're putting it out.

Carol Stein: We should, you should email it to them. You have absolute right to email to anybody who you want to.

Melissa Greaves: Yeah.

Carol Stein: That's a form of publication. You should just pick a date and like if the date we're going to try to publicize this tomorrow, we should be sending it all out and publicizing it and doing it all, you know. [unintelligible]

Charlotte Dunaief: So Melissa if you want to give me a list of engineers.

Carol Stein: Yep.

Charlotte Dunaief: If you want to give me a list of engineers, Melissa, I'll email them all tomorrow.

Melissa Greaves: Yeah.

Charlotte Dunaief: Including Armistead.

Melissa Greaves: I don't know, is Armistead an engineering firm? They are. I just thought them as a mechanical firm but the only one is, I just know the Blake Engineering just from the research and the reason why I kind of I feel like I'm pushing Blake Engineering is just because they deal with schools and public building-

Carol Stein: But didn't they give us a proposal already?

Melissa Greaves: They did. But I think they have to resubmit it with these dates in order to be-

Carol Stein: Okay. So they can resubmit. Or we can still use it either way, we can ask them if they want to change their rates at all, or resubmit it, because now we're taking formal rate, you know, quotes.

Melissa Greaves: Yeah.

Carol Stein: So we should just ask if they want to resubmit. And then we, anybody else that we were thinking of that we had conversed about in the meeting, and anybody else we all know, should be getting that.

Melissa Greaves: Yeah, absolutely.

Matt Rettig: Hey, what happens if we don't get three bidders? Or three bids?

Carol Stein: If we don't, then we make a decision. If we think someone's credible, we go with it, you know, we may not-

Matt Rettig: Right, but as far as the Procurement Policy requiring three bids, like-

Carol Stein: It's not three bids, it's not it's not a bid, it's a request for proposal for services. So it's different. And we may or may not get them, you know, it depends. I will have-

Charlotte Dunaief: If you, if you've put it out there and people don't respond, that's not your fault. You've tried.

Carol Stein: The whole idea is to promote competition to get the best value.

Matt Rettig: Right. But if only one bidder gets, only one person or one firm responds-

Carol Stein: Well, then we might decide to change our timeline a little and see if we want to go further or not, you know, we might want to rely on somebody else, like we have to try to do something, because we are behind a little bit of time constraint.

Matt Rettig: Which I feel like is possible. Because, you know, everything you're reading here is contractors and everybody are full of work. And they may or may not be able to take on anymore.

Carol Stein: Yeah. And we might, given that it's May 13, we might want to allow a little bit more time. But we're asking for the detailed proposal to be July 1, we're just asking them to submit a price for the proposal, right? Alright, so that should be fine. That should be fine.

Melissa Greaves: Yeah.

Matt Rettig: Alright.

Melissa Greaves: Yeah, you're just asking for, "What are your prices to do the engineering project?" Not even, they're not even doing the engineering yet. They're just saying, "Oh, well, we charge- It seems like it might take us this many hours. We might charge this."

Carol Stein: Right. Okay.

Melissa Greaves: Anybody-

Carol Stein: Yeah, the sooner we get it out, the better. And then the more we advertise it, the better.

Matt Rettig: Yeah, agreed.

Carol Stein: And Charlotte, if you could send a PDF copy of it to everybody I can, I'll try to send it out to two people. I think my [unintelligible]

Charlotte Dunaief: You want a PDF copy?

Carol Stein: Yeah, that way you can just attach it. You should always send it out as a PDF. That way, it can't be changed.

Charlotte Dunaief: So you want me to send a PDF copy out to the Board members?

Carol Stein: Yeah, send it out to everybody and if everybody knows anybody that, an engineer that you work with or know, send it out, you know, that certainly we all might know somebody? Right.

Charlotte Dunaief: Okay.

Stephanie Wolf: Okay, so is that it for Buildings and Grounds? The whole ton of work that you all are doing.

Melissa Greaves: It was a, it was a long month. All the other meetings, too. It was a, April was pretty hopping.

Stephanie Wolf: Yeah. Thanks for doing all that, you all. Friends, Melissa, anything happening?

Melissa Greaves: Yep, they're having a sale this weekend. You know, Jane is always looking for donations so feel free to give her a shout if you have something you want to drop off. The times again, my brain is addled today. I'm sorry. And the times of the meeting escaped me and I don't have it written down or the the sale.

Charlotte Dunaief: The sale? Isn't it like 10 to 1 or something like that?

Stephanie Wolf: Yep.

Melissa Greaves: On the earlier side. I do think she's charging more per bag. I think she's charging \$8 per bag this time. People were bringing very large bags, filling them to

capacity. So, and I feel like really, she could have even charged more than that. But they were being you know, reasonable and only charging \$8 per bag. So, but other than that they, the Friends are amazing. Still going volunteering at the desk. Doing great things as usual.

Stephanie Wolf: Great.

Melissa Greaves: Yeah.

Stephanie Wolf: So the Personnel Committee did not meet as a committee, but we do want to break into an Executive Session to talk about a salary for some personnel. So, Meaghan, the last time we did that we did a breakout room.

Meaghan Doyle: Right. Are you ready for that now?

Stephanie Wolf: So I need a motion to move, to move into executive session to do that. Melissa makes a motion. Somebody second it? Carol will second. All in favor of moving to executive session? So go to the breakout room that Meaghan is going to give to us.

Meaghan Doyle: And is that for only Board members so that's Carol, Lynn, Matt, Matt, Meghann, Melissa and Stephanie.

Stephanie Wolf: Yes.

Meaghan Doyle: Or does Charlotte go in too?

Stephanie Wolf: She doesn't, I don't think she needs to.

Meaghan Doyle: Okay so just the Board, here we go. And when you're done, I think you can just leave the breakout room and come back to the main room.

Stephanie Wolf: Okay.

Meaghan Doyle: Alright.

[The Board met for an Executive session.]

Meaghan Doyle: All right, good.

Stephanie Wolf: Wait for Lynn.

Meaghan Doyle: Oh, hold on. I can close the room. Oh, I think she signed off instead of-

Stephanie Wolf: Oh, instead of-

Meaghan Doyle: Instead of leave the room. Yeah, she, I don't think she's in there so she'll, she'll realize and sign back in in a second.

Stephanie Wolf: Okay.

Meaghan Doyle: Hopefully.

Stephanie Wolf: So in the meantime we can, what we decided we can take a vote on that starting-

Meaghan Doyle: Oh, there she is.

Stephanie Wolf: July 1, 2021 the treasurer's stipend will be \$6,000. So I need a motion to approve that.

Carol Stein: So moved.

Stephanie Wolf: Carol makes the motion. Meghann Chyla will second. All in favor? Great and Lynn's back. So Lynn we just voted to approve the stipend to be \$6,000 for the treasurer.

Meaghan Doyle: And Emily just missed that again.

Meghann Chyla: Emily missed it.

Stephanie Wolf: You want to let her know the good news, Carol?

Carol Stein: Sure. Well you should tell her Stephanie. You're the President.

Stephanie Wolf: So Emily, we just voted to increase the, to have the treasurer's stipend be \$6,000 starting July 1.

Emily Milton: Wow. Yeah, so sad I missed that. Good. Awesome. Thank you. That's awesome.

Stephanie Wolf: Sure, you do a great job.

Emily Milton: Very generous, thank you.

Carol Stein: Do we- Okay. Alright, what else is on our agenda?

Stephanie Wolf: The Good Idea Fund.

Carol Stein: Okay.

Charlotte Dunaief: Okay, so I put it up in the Drive. I don't know if any of you saw it. It was above all the meeting stuff in a folder. Christine Fowler proposes that we- I don't know if you, can you see, if I put this up, can you see what it is?

Carol Stein: Yeah, it was in the shared Doc too.

Meaghan Doyle: Yeah, Charlotte that's blurry, that didn't work.

Charlotte Dunaief: Yeah, I know, because I have my background blurred on purpose. I'm in my daughter's messy bedroom. So the purpose of the library cart is not only to help the circulation staff empty the outdoor book drop, and then the indoor book drop. But it can be used for elderly patrons who are, who want to go, they want to walk in the library without their cane. It will help them push and have a place to put their books, and then bring it to the circulation desk. And we do get, sometimes we get requests that they use one of our book trucks, but the book trucks are not as stable as this cart will be. And I think it's a really good idea for us to have it. So I'm not sure what else to tell you about it. It's just, it's going to be more manageable for staff and we have several elderly patients who have asked for something to, to hang on to and the smaller book trucks just really aren't stable enough to, like, hang on to and push around the whole library.

Stephanie Wolf: So she has two options here.

Charlotte Dunaief: Right.

Stephanie Wolf: And they're both under \$500.

Charlotte Dunaief: Right.

Carol Stein: I think it's great.

Melissa Greaves: I agree.

Matt Rettig: Yeah.

Meghann Chyla: Agreed.

Stephanie Wolf: Do we want to approve this up to five, a cost of \$500?

Carol Stein: I would. Yeah.

Stephanie Wolf: All right. So I'll make a motion to- I mean, I'll accept a motion to approve the Good Idea Fund submission for a cart spending up to \$500. Matt S. makes a motion, Melissa seconds. All in favor?

Board members: Aye.

Charlotte Dunaief: Okay.

Stephanie Wolf: And that was the only one Charlotte?

Charlotte Dunaief: That was the only one. I did want to bring to your attention that I also put into the Drive a water purifier that is separate from a water cooler. It would hook up to the water system and then it would, there were two and I put them in the Drive. I can't decide which one would be better. One of them purifies the water and adds some electrolytes. It has seven filters and one of- Yeah, I don't know. The other one just filters the water. And it filters out, you know, the bad stuff, I guess. And I'd like to get one for the public hallway. I think it could fit to the left of the water fountains but I have to measure. So, I don't remember how much they were.

Melissa Greaves: Does this-

Charlotte Dunaief: I think they were a monthly cost. So it's not something you just purchase, they're a monthly cost. And the company comes twice a year and changes the filters and checks the lines to make sure that they don't get clogged up.

Stephanie Wolf: So does this get connected to your existing water system?

Charlotte Dunaief: It gets connected to your existing water system and it's electric touchless. You put a bottle or a cup underneath it.

Stephanie Wolf: And what is the cost range?

Charlotte Dunaief: I think it's like \$69 a month.

Stephanie Wolf: How much is it for the initial installation?

Charlotte Dunaief: There is no charge for the- I don't think there was a charge for the initial installation. But it's in the Drive.

Melissa Greaves: I wonder if this is the same thing that Newburgh had. In our, in our staff room, we had a water station that looked like an old- Like you would put a jug on top but it was hard piped into our water system. And then they were using the filters that they were using to filter that reservoir up by Stewart. And it was, I remember it being a big deal that they were using the same filters because it was at the time that we were drinking the water that was coming from that watershed up by Stewart Airport. I wonder if it's the same one?

Charlotte Dunaief: I don't know because I don't, I've never-

Melissa Greaves: Did they talk, did they mention what kind of filters they're using or anything for it?

Charlotte Dunaief: It's in the Drive. I put it in the Drive because I really-

Carol Stein: Where is it in the Drive?

Stephanie Wolf: I don't see it, Charlotte.

Charlotte Dunaief: Well, it should be-

Carol Stein: I don't see it in the Drive either.

Stephanie Wolf: I'm looking-

Charlotte Dunaief: Alright, let me look. Let me, let me see.

Carol Stein: I don't know what you labeled it but-

Stephanie Wolf: I'm looking in the May's meeting, I'm looking-

Charlotte Dunaief: So if you go up to the- Oh, did I put it in the wrong thing? No, you know what? I thought I put it in the Drive and it looks like I did not and I forgot-

Carol Stein: Can you just share your screen?

Charlotte Dunaief: I forgot something-

Carol Stein: Can you just put it on your screen and show us?

Charlotte Dunaief: I do not know, I do not have my...

Carol Stein: You don't have a picture of it that you could share your screen?

Charlotte Dunaief: No, I did not bring my work laptop home, I'm using my personal. Let me see if it's in my portion of the Drive. Hold on. I gotta figure out where it is.

Carol Stein: Well. Alright, you could I guess you know, we can leave that decision to you Charlotte. I mean, if it's something that you think is needed for the staff, then it's needed for the staff. I mean, there's-

Stephanie Wolf: Yeah.

Charlotte Dunaief: Okay.

Carol Stein: If it's good for the staff and the public then it's a good thing.

Charlotte Dunaief: All right, you know what, I'm, Melissa and I are going to meet next Friday so I'll ask her to take a look at it. The other thing is in, in this month's meeting at the, I missed a gift and you, you will need to look at it. Senator Larkin's-

Stephanie Wolf: Oh, portraits.

Charlotte Dunaief: Yeah, a portrait, and then there's a plaque. There's a plaque and a portrait. Meaghan and I measured, it can go to the right of the interior sliding doors as you're in the entryway, and there's already a plaque there thanking Senator Larkin for his generosity in the library. The picture could go higher up and the plaque about the picture could go just underneath it to the, slightly to the right of the plaque that's already there. And the doors as they slide open will not hit the-

Charlotte Dunaief: They will not go anywhere near it, no. And I think it would be nice because he was very, very generous to the library throughout the life of the library. And, you know, he's a, he's pretty much a local hero.

Stephanie Wolf: Yeah, yes.

Charlotte Dunaief: I just didn't want to accept it without your input, because I know sometimes there's ramifications.

Matt Rettig: Do you need a vote? Do we need a vote on that? Like-

Stephanie Wolf: Yeah, we should.

Matt Rettig: Alright.

Stephanie Wolf: I'm just looking at the picture. Okay, so, does anybody have any questions about the donation of his portrait and the plaque?

Carol Stein: No.

Stephanie Wolf: Alright, so we need a motion to accept the portrait of Senator Larkin and the accompanying plaque. Matt R. makes the motion, anyone second? Matt S. will second. All in favor? Alright, so we will accept the portrait of Senator Larkin and the accompanying plaque. Okay, so the next thing I have that we got today from RCLS, their Free Direct Access Plan, that's something we have to approve every year, isn't it?

Charlotte Dunaief: No, I think it's every two years.

Stephanie Wolf: Okay. I just remember doing it before. There's something else we have to do every year that's in the fall.

Charlotte Dunaief: Yeah, that's something else and I'm not quite sure that I remember what that one is either. There are several things that we have to approve from RCLS on a yearly, bi-yearly or four- or five-year basis.

Stephanie Wolf: So Charlotte emailed that all out to us earlier today. So just take a look at it. And we'll, we have to submit it back to them by August 13. So we can vote on it at our next Board meeting, because I quite honestly didn't read it today.

Melissa Greaves: Yeah, I didn't read it. I thought it was for next Board meeting.

Carol Stein: Same.

Stephanie Wolf: Yep. Just wanted to make sure everybody got it and to make sure we all know to read it before the next one. Alright, so that looks like everything that was on our agenda.

Carol Stein: Great.

Stephanie Wolf: So I think I can take a motion to adjourn. Everybody looks- Matt R. will make the motion, somebody second? Meghann Chyla will second. All in favor of adjournment?

Board members: Aye.

Stephanie Wolf: We're adjourning the meeting at 8:16pm.