

Minutes of the October 23, 2019, Meeting of the Brewster Public Library Board of Trustees

In attendance: John Blaser, Michael Conn, Karen DeSantis, Kevin Finnegan, Robert Gosselink, Kathleen Sakowicz, Gina Loprinzo (Director).

Board Vice-President John Blaser called the meeting to order at 5:08 p.m.

No public comment received.

Mr. Gosselink moved to approve the minutes of the September 25 meeting. Ms. DeSantis seconded the motion, and the Board approved the motion unanimously.

Financial Report

- The Board reviewed the Financial Report. Mr. Finnegan moved to accept the Financial Report. Mr. Conn seconded the motion, and the Board approved the motion unanimously.

Jacqueline Boissonnault joined the meeting at 5:40 and participated in all discussions that followed.

Director's Report

- The Board reviewed the Director's Report. Ms. DeSantis moved to accept the Director's Report. Mr. Finnegan seconded the motion, and the Board approved the motion unanimously.

Update from Building Committee

- The Board discussed status of the construction and reviewed Change Order No. 4, detailing an increase of \$5,694, submitted by the architect. Mr. Gosselink moved to approve Change Order No. 4. Mr. Conn seconded the motion, and the Board approved the motion unanimously.

New Business

- The Board discussed the benefits of having an email address dedicated to Library matters for each trustee. Mr. Gosselink moved to approve creation of such email accounts for each trustee. Ms. Sakowicz seconded the motion, and the Board approved the motion unanimously.
- Mr. Finnegan moved to approve creation of a new bank account for funds dedicated to the capital projects. Ms. DeSantis seconded the motion, and the Board approved the motion unanimously.

- The Board considered the application of Spotlight Arts to use Library facilities. Ms. DeSantis moved to approve the application and to waive the \$125 fee. Ms. Boissonnault seconded the motion, and the Board approved the motion unanimously.
- The Board reviewed the following invoices for capital expenses: Jacobowitz & Gubitz for \$157.98; Tectonic Engineering & Surveying for \$885.00; Barone Construction for \$105,450; BRM Architects for \$35,722.65 (Invoice No. 18) and \$2,905.05 (Invoice No. 19); and Southeast Plumbing Corporation for \$3,351.12. Mr. Gosselink moved to approve payment of the capital expenses. Mr. Finnegan seconded the motion, and the Board approved the motion unanimously.
- The Board discussed the preliminary budget for 2020. No action was taken at this time.

Ms. DeSantis moved to adjourn. Ms. Boissonnault seconded the motion, and the Board approved unanimously. Mr. Blaser adjourned the meeting at 7:32.