

LaGrange Association Library
Board of Trustees Meeting (Online)
Thursday, May 14, 2020 @7:00pm

Attendees: Maung Htoo, Erin Hawks, Mary De Bellis, Anne Lescher, Wendy Bohlinger, Andrea Mondello, Mimi Heslin, Kristen Savath, Stacy Olyha, Linda Gaines

Meeting Minutes

- Call to Order: 7:02 PM
- Public Comment - none
- Correspondence - none
- Consent Agenda – Maung made a motion to approve the consent agenda which was seconded by Stu and which passed unanimously
 - Approval of Meeting Minutes for Thursday, April 2, 2020
 - Director’s Report (Mary)
 - Treasurer’s Report (Stacy)
 - Fundraising (Wendy)
- Board Development/Nominating (Wendy) – Wendy has several potential candidates but they want to come to an in-person meeting before deciding.
- Bylaws/Policy (Mimi)
 - Review and approval of: *Collection Development & Weeding Policies*
 - *Wendy made a motion to approve the Collection Development Policy which was seconded by Maung. All were in favor except Stacy, who abstained. The motion passed.*
 - *Mimi made a motion to accept the Weeding Policy which was seconded by Maung and passed unanimously.*
- Long Range Planning (Stuart) – a copy of the survey was supplied to Stu by Mary. Respondents ranged in age from 30 to 70. There was a discussion about the fact that LaGrange doesn’t have Hoopla services, which the library has not procured due to cost. The Long Range Planning Committee needs to meet to discuss next steps.
- Friends (Anne) - none
- Personnel (Erin) - none
- Building (Stacy) –
 - MOU that was sent to the building inspector from architect was accepted and we were told it was sufficient to complete permit paperwork, but the fees need to be paid for

the app to be completed. Those checks signed and sent in this week. The town office is not processing permits due to the PAUSE.

- The Town told our architect that since we had paid fees for permits in the past, they would not waive the fees for this project.
- Erin signed the A101 construction contract with Barone. A201 is a companion document. Hard copies to Barone and BRM. Lawyer also has digital copies. Contractor will now try to start ordering the required materials.
- We need to get a key to the space so when those materials come in, we can store them there.
- At this time, we do not know what the status is of Rieger's permit for the sprinklers.
- Site electric meters have been switched over to the library. We asked Rieger to turn down the heat and assure that the doors were locked. Mary checked on Tuesday and all the doors were locked.
- We discussed the fact that some tenants in the 'phase two' space had already moved out and we might be able to include that demo in phase one, which might save some money. The building committee will ask Barone about the cost of demoing the ceiling on the space that has become available.
- Capital Campaign (Andrea) – the Capital Campaign Committee met and did not feel comfortable asking patrons for donations until we had started services again. Anne requested a breakdown of capital campaign donations so far, which Andrea will provide. Mary noted that 182 people had watched the video of our virtual architect's walkthrough event, which 42 people had attended live.
- Old business - none
- New business – The library is preparing to open as soon as we know what 'phase' we will be put into. Mary is working on a Health Screening and Safety plan, and has purchased "sneeze guards" for certain areas of the library.
- A motion was made by Mimi and seconded by Linda to adjourn the meeting. The meeting was adjourned at 8:02PM.

Next meeting: Thursday, June 11, 2020 @ 7pm

5/28/2020 AMM