

## 12 SEP 2011 - AFL Board of Trustees Regular Meeting Minutes

Board Members Present: Linda Cure, Betty Ketcham, Ron Ginsburg, Mike Hill, Rebecca Edwards, Natalie Schipano, Christine Lennard, Yvette Terplak, Ellen Howie, Tony Kossman, Christine Capauano, Amy Martin.

Non voting members present: Judith Wines (Director).

1. The Meeting was called to order at 7:00 pm. Agenda at atch 1.
2. Both the July 11 and August 11 meeting minutes were reviewed. Ellen made a motion to accept the July and August minutes and Yvette seconded. All voted in favor and they were submitted for inclusion in the record. (Atchs 2 and 3).
3. Judith gave her Director's report (See atch 4).
4. Treasurer gave Aug 2011 report. We received our money from Town of Guilderland in August of \$31,249.50 and we also received a construction grant (for electrical work) in June for \$36,171.00 for electrical work. Both are listed in the Treasurer's reports. (atch 5)
5. Committee Reports:
  - a. Development: Tony announced that Vicki has submitted her resignation due to a new job and a pending move. Members suggested we reach out to Tracy Russell as a possible replacement or resource since she has a background in marketing and has expressed interest in helping the board.
  - b. Policy: No report.
  - c. Program: No report.
  - d. Personnel: Judith noted that David was given additional hours (through his agency) but no formal report.
  - e. Building Committee: Tony reported that the rough electrical work was moving ahead and that prior to proceeding the proposal was reviewed by Danny Ramirez who indicated it was consistent with the drawings/plans.

Tony reported that Frank Ryan and Sons confirmed they would use oil based primer so the painting was also moving ahead. Discussion of the correct colors followed and it was decided Tony would give the color choices to Amy and she would make up a rendering for review/decision on final color choices.

The water contract is on hold because our chosen contractor MPR Excavation had his property flooded during Tropical Storms Irene and Lee and has been busy attending to his own immediate problems.

We are actively looking for plumbers to complete the inside plumbing.

Betty is working with NYSERDA on the insulation question. Still hoping for funding and to get the Historical Preservation Society to concur on the use of spray insulation.

Tony reported bad news that there was mold discovered in the library last week (the 6<sup>th</sup>) and requested to finish the rest of the agenda and then discuss this issue during new business (on agenda as "Flood Damage at the Library").

7. Old business:

a. Art in the Park: We have no takers on our part of this event. We have no obligation at this point.

b. Summer concert series: Linda submitted report for Community Art\$Grant. Proposal for summer 2012 is due 1 Oct 11! Linda and Barbara are working to get the acts lined up. (atch 6)

8. New business:

a. Grant application: Judith presented a construction grant application to try and get funding for the sprinkler system and furniture at the new library (Train Station). Betty made a motion that the board apply for the construction grant for purchase of the sprinkler system and furniture. Amy seconded the motion. All voted in favor.

b. Fundraising Concert: Linda said that Barbara Quackenbush approached her about a fundraising concert by All Them Chops to benefit flood victims (from Tropical Storms Irene and Lee). All funds would be given to needy. More to follow about how the AFL could help.

c. Gala: Amy is working it. We will be in Community Room again because other options are just too expensive...maybe we could do something fancier once we are all moved into our new location. We are penciled in at the Community Room for Feb 11, 2012.

d. Officers for 2012, Nominating Committee: Members are Linda, Christine C., and Betty. They will meet.

e. Flood Damage at the Library: Mold found in library on 6 Sep 11. The library was flooded the first weekend of September. The pump did not work and water got into the basement of the bank. The library was pumped out and fans and dehumidifiers used. About 300 books were lost along with area rugs, magazines, newspapers and other small items. When checking the carpets by the stacks to ensure the rest of the collection was safe, mold was found behind the tacky paper on the walls. It was found along the right hand wall, perpendicular to the entry door wall, where the water had been about 10 inches deep (the floor slants slightly down toward this wall).

Our contents insurance covers the loss of our collection and other contents however our lease with Key Bank says they are not under any obligation to fix anything and they said they do not intend to remediate the mold at this time. Judith and staff have been working in shifts to minimize possible exposure to themselves. Judith did research regarding protocol to deal with mold – it is quite involved and would probably require removal and replacement of sheetrock. She also had started looking at possible temporary locations for the library.

Extensive discussion covering many concerns ensued: How bad is the mold? Can we safely stay? What about patrons? Are there any lesser remediation options (to sheetrock replacement)? Where would we go if we moved out? What would we move? If we didn't take everything, could we leave it here? Could we ask for free storage since the Bank can't expect to re-let the space? What would our

hours be if we moved? What would that mean for our employees? It was ultimately agreed that at this point Board did not feel comfortable leaving employees in basement and exposed to mold, nor did the Board want to invite patrons into a moldy library. It was decided that the library did not have to close immediately, however a notice would be placed up immediately (13 Sep 11) to warn patrons and employees of the mold so they could make a choice about whether to enter the library space or not. It was also the consensus that the library should be temporarily relocated to another spot.

During discussion Troy Miller arrived (he had been asked to attend Building Committee meeting earlier but was unable due to prior commitment). Board asked if he had any expertise in mold remediation and he did not but had a contact that might be able to provide some assistance. Discussion ensued that if we could encapsulate the mold (using a spray technique) for a few hundred dollars we could possibly stay. Board asked Mr. Miller if he knew Claude Moyse and if he could help us contact him so we could ask if the library could use/rent his space (old pharmacy) as a temporary home. He said he did and that he would call him in the morning.

After further discussion of options it was decided that the library had to proceed assuming that we would not be able to encapsulate or otherwise remediate the mold within our budget. Therefore Mike made a motion to give Judith, in consultation with Tony, the power and authority to deal with the mold concerns up to and including the option of temporarily relocating the library. Amy seconded; all voted in favor.

9. Yvette move to adjourn at 8:45; Amy seconded. Meeting was adjourned at 8:45 pm.

Respectfully submitted,

//signed//

Christine Lennard  
AFL Recording Secretary

Attachments:

1. Sep Agenda
2. Jul 11 meeting minutes
3. Aug 11 meeting minutes
4. Aug 11 Director's report
5. Aug 11 Treasurer's Report