

Utica Public Library
Facilities Committee Meeting Minutes
Wednesday, August 12, 2020

Present in person or via video/phone: Anthony Spiridigloizzi (video), Phil Bean, Ruth Pugliese, Honorine Wallack, John Hammond, Chris Sagaas & Sara Billman

Review Current Projects: Board Room & Signage

- Ruth Pugliese discussed the new signage being designed for the back lobby area. It is a 2' x 6' AlumaCorr™ sign that reads *Utica Public Library est 1893*. Ruth is working with Mike Forsythe at CNY Awards on the design and with John Hammond on its display.

On motion of Ruth Pugliese and seconded by Phil Bean the Facilities Committee approved the aesthetics of the sign and will advance the design to the Executive Committee for their approval.

- Ruth also addressed the painting of the Board Room (Music Room). Ruth and Honorine met with 2 different contractors to get a quote on the paint job: Liberty Painting and Patrick Sorenson. Neither contractor included the paint in the quote, however Patrick Sorenson did provide an estimate on the paint that was around \$690. John Hammond also met with a contractor and was provided a quote. Honorine and Ruth decided to go with Patrick Sorenson for this job. The total cost including the paint comes in around \$4,700. A trustee donor has offered to contribute \$1,000 towards the cost of this project. This brings the total cost of the project in around \$3,700.

On motion of Phil Bean and seconded by Ruth Pugliese the Facilities Committee approved going with Patrick Sorenson for the paint job and requesting approval from the Finance Committee to spend \$3,700 on the project.

The Facilities Committee discussed the future renovation of the 2nd floor of The Library. Renovations would include updates to the Gallery Room, Genealogy Room and Storage Room. The idea would be to streamline the spaces to allow for multiple uses such as meetings and events. The Committee agreed to move forward with the architectural bidding process. Chris will distribute proposals from two architectural firms for the committee to review.

Review of Work Already Approved

Chris reviewed projects that have been approved and are in the process of being scheduled.

- Transom refinishing in First Floor Lounge: This project would repair the transom and could use monies from the Repairs and Equipment budget line. Total cost: \$1,426.
- 1st floor lobby floor replacement: The tiles will be replaced with a product called Marmoleum™. This will complement the marble floors nicely. Chris is waiting to hear back from Oneida Flooring in order to get the job scheduled.

Discussion About Proposed Fiscal Year 2020-21 Projects Not Yet Approved

- Skylight Repair: This project, if approved by The Mid York Library System, would utilize funds from the 2020-2021 New York State Construction Aid Funds. The Library would have to pay for the entire cost of the project at \$41,470 but could be reimbursed up to 75% of the cost. This would leave the library responsible for \$10,368.

On motion of Ruth Pugliese and seconded by Phil Bean the Facilities Committee approved the expense of \$10,368 to be moved to the Finance Committee for final approval.

- Tree Removal: Chris presented the cost of taking down 8 trees on The Library property. These trees all present safety concerns due to aging. If all 8 trees were to come down the total cost would be \$11,900. The Facilities Committee decided to send this to the Finance Committee for approval.
- DRI Front Sidewalk and Pillars: This project has already been approved and submitted to the DRI committee at the cost of \$100,000. The DRI consultant recommended adding additional \$10,660 to the project cost. This would require the Board's approval of the additional cost. The Facilities Committee decided to send this to the Finance Committee for approval.

Discussion of Fiscal Year 2020-21 & Beyond and Next Steps

Chris provided a list of projects for future consideration. Number two on the list is the front semicircular sidewalk repair (Genesee Street) could be imminent as Chris is planning to submit a competitive grant through the Community Foundation for this and it would not require matching funds.