

Chili Public Library Board of Trustees Meeting
Special Meeting on Furniture and Shelving for the New CPL
Draft Minutes for January 7, 2021 Zoom Meeting

Chili Public Library Mission Statement

The Chili Public Library is the center of lifelong learning for our community, and a welcoming responsive place people come to for the discovery of new ideas, the joy of reading and the power of information.

Board of Trustees: Susan Ackerman (President), Jeffrey Stoiber (Vice President), Lorraine Ahearn (Secretary), Vinny Dallo, James Lechner (Memorial Fund Treasurer), Lori Hahn, Sara Landes,
Library Director: Jeff Baker
Town Liaison: Mary Sperr

Absent: None

Excused: None

Meeting called to order @ 6:00pm by President Ackerman

Approval of agenda: Sue Ackerman asked if there were any objections to the approval of the agenda. Hearing none, the agenda was approved with Unanimous Consent.

Approval of minutes of November 17, 2020: Sue Ackerman asked if there were any objections to the approval of Minutes from Internet Safety Policy meeting of November 17, 2020. Hearing none, the minutes were approved with Unanimous Consent.

Communications

- **Guests/Public:** None Present

Furniture and Shelving for the new CPL

The CPL Board electronically received the data involving the furniture and shelving bids for the new library, including diagrams of the furniture and shelving placement. The CPL Board was updated on furniture and shelving changes needed to stay within budget. The information also addressed what funds in addition to the grant are needed to furnish the new library. From this information, Director Baker gave recommendations for purchases to be approved by the CPL Board. Time was given to ask questions or for clarification if needed. The recommendation from this information is as follows:

It is the recommendation of Library Director Baker to award to Workplace Interiors, the furniture identified by the Library Director and Vargas Associates that has been shared with the Library Board in the Not to Exceed amount of \$119,000.00. Workplace Interiors - 10 Carlson Road, Rochester, New York 14610.

It is the recommendation of Library Director Baker to award to Intivity, 106 Despatch Dr. Suite 2, East Rochester, NY 14445, the furniture identified by Library Director Baker and Vargas Associates, that has been shared with the Library Board with the amount not to exceed \$103,000.00.

Total amount of furniture recommendation for procurement is **\$222,000.00.**

- **Action Requested: Approval to Award Furniture Bids to Workplace Interiors and Infinity as Described.**

Sue Ackerman for a motion for approval to Award Furniture Bids to Workplace Interiors and Infinity as Described. **Motion made** by Jeff Stoiber; 2nd by Jim Lechner. In Favor: 7; Opposed: 0; Abstained: 0.

The CPL Board thanked Director Baker for his time, effort, flexibility and knowledge used to procure the shelving and furniture for the new library.

Shelving

Two rows of shelving, needed to house our current collection and provide room for new purchases, were cut from the plans due to cost. Jeff Stoiber asked if it is possible to use the CPL surplus fund that was carried over from last year to purchase these shelves. Director Baker responded that using the surplus is possible. He said he would also ask the CPL Foundation about raising funds for additional shelving, but the two rows of shelves would need to be ordered soon to arrive for the opening of the new library and the CPL Foundation might not have available funds by the time frame needed. The CPL Board agreed the shelving should be ordered immediately using the surplus fund if needed.

- **Sue Ackerman for a motion** for approval to give Director Baker permission to use up to \$15,000 of the surplus fund to purchase two rows of shelving that had to be cut from the new library plans. **Motion made** by Jeff Stoiber; 2nd by Jim Lechner. In Favor: 7; Opposed: 0; Abstained: 0.

Hearing no objections, the meeting was adjourned @ 6:20pm.

Next meeting date/time: January 28, 2021 @ Zoom and Facebook. 6:00pm.