**Springfield Library**

**Board of Trustees**

**Meeting Minutes**

**May 13, 2024**

Special meeting for construction #1

* The meeting was called to order by Jonathan Miller at 7:03 PM.
* Present were: Jonathan Miller, Jack Raitt, Sue Hargrove, Dennis Dorn and Melinda Supp. In virtual attendance were Debra Miller, Barbara La Corte and Martha Heneghan.
* Approval of previous minutes was not applicable to this special purpose meeting.
* Under “Old Business” discussion was the purpose of this meeting which was to determine applying for New York State Education Department Library Development Aid Funding.
* The motion was made by Jonathan Miller, seconded by Sue Hargrove and passed unanimously agreed to apply for construction funding through NYSED LDA.
* Under “New Business” was the discussion of what construction projects to undertake.
  + Projects that were determined should be applied for were:
    - Ceiling Replacement with insulation and LED lighting upgrade.
    - Installation of Security Cameras
    - HVAC upgrade (heat pumps)
    - Library Entrance Rehabilitation
    - Window Replacements
    - Adult Library Side flooring replacement
* Assignments to obtain information and estimates for each project area were as follows:
  + Ceiling and Security – Jonathan Miller
  + HVAC – Dennis Dorn
  + Entrance– Sue Hargrove and Martha Heneghan
  + Flooring – Martha Heneghan
  + Windows – Jack Raitt
  + Melinda is to obtain access to the library’s NYSED LDA Portal Account.
* The date of the next meeting is To Be Determined upon obtaining estimates, not later than the first week of June 2024.
* Motion to adjourn was made by Sue Hargrove, seconded by Dennis Dorn and unanimously agreed upon.
* Adjournment was at: 8:00 PM.