

**MINUTES OF THE PARKLAND COMMUNITY LIBRARY
BOARD OF DIRECTORS MEETING**

April 23, 2020, at 7:00 p.m. by Zoom Video Communications

Present: Barry Cohen, Nancy Holler, Bob Fager, Lynn Feldman, Lynne Harakal, Kathy Osmond, Carrie Nedick, Bob Bold, Lisa Luciano, Tony Ganguzza of Boyle Construction, Debbie Jack, Executive Director and Kim Wagner, staff.

PRESIDING: Barry Cohen

CALL TO ORDER: 7:03 p.m.

Introduction of Tony Ganguzza of Boyle Construction to the Board.

NEW BUSINESS:

EXPANSION:

CSI submitted a revised proposal in the amount of \$17,600 for security and access control for the expansion project. Nancy Holler made a motion to approve the revised proposal from CSI in the amount of \$17,600. Lynn Feldman seconded the motion and it was unanimously approved.

MOTION FOR MAY 2020 BOARD MEETING:

Bob Bold made a motion to reschedule the May 2020 Board meeting from May 21, 2020, to May 28, 2020. Lisa Luciano seconded the motion and the May 2020 Board meeting is rescheduled to May 28, 2020, and was unanimously approved.

OLD BUSINESS:

Tony Ganguzza basically highlighted the timeline and process of when the project goes out to bid and what follows until groundbreaking.

The project goes out to bid on April 27, 2020. There will be a pre-bid meeting at the site (library) on May 5th at 2:00 p.m. If possible, Tony would like Debbie to be there. Bids to be received by May 19, 2020, at 1 p.m. Board will meet on May 19, 2020, at 2:30 p.m. to open the bids. Boyle Construction will then go through the bids from May 20 – 26th, 2020 and will issue a letter of recommendation to the Board on May 26th or May 27th. The Board will then meet on May 28, 2020, and award the bid. There will be 4 letters to be awarded – General, HVAC, Plumbing & Electrical. Project groundbreaking scheduled for June 15, 2020.

The Board thanked Tony for attending the meeting and for his continued management of this project.

RELOCATION AND CORONAVIRUS UPDATE: Debbie Jack

Debbie updated the Board as to what staff are doing during this closure. Summer Reading will be virtual this year and by use of virtual software. Staff continue to work from home and the library continues to provide virtual programs for children, teens and adults through the website.

MOTION FOR APPROVAL OF MINUTES:

Bob Bold made a motion to approve the March 26, 2020, minutes. Kathy Osmond seconded the motion, and the March 26, 2020, minutes were unanimously approved.

TREASURER'S REPORT: Bob Fager

Bob Bold made a motion to accept the March 2020 Financial Statement. Bob Fager seconded the motion and the March 2020 Financial Statement was unanimously accepted.

ACTION ITEMS:

Kathy Osmond requested a breakdown of the Membership, Dues and Conferences line of the budget and requested that it be added to the Action Items for next Board meeting.

COMMITTEE REPORTS:

FRIENDS' LIAISON: Nancy Holler

The May Luncheon has been cancelled.

The Board meeting adjourned at 8:25 p.m. on motion of Bob Bold.

The next Board meeting will be held on May 28, 2020, at 7:00 p.m.

Respectfully submitted,
Lynn Feldman, Secretary