

**Bancroft Public Library
Board of Trustees – Minutes of the April 6, 2021 Meeting**

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, Rachael Armstrong, and Rebecca Brown. Also present were Library Director Lori Stokem, Town Council/Bancroft Trust members Brenda Levey and Evera Sue Clary, and Matt Scheidt from John G. Waite Associates, LEED AP.

Alesa Wilson made a motion, Rachael Armstrong seconded, to approve the March 2, 2021 regular meeting minutes. All were in favor and the motion was carried.

Public Comment: None.

Correspondence: None.

Finance Officer's Report: Vouchers from the Library Fund Nos. 29 through 38 and totaling \$6924.69 were audited and ordered paid. Kim Erbe made a motion, Alesa Wilson seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

Library Director's Report: See attached.

Committee Reports: Program Planning—nothing to report.
Library Courtyard—nothing to report.

Old Business:

Regarding the 2019-2020 State Aid for Library Construction Grant (ADA Compliance), the bids were opened and are shown in a table at the end of the minutes. Matt Scheidt will review the bids for compliance, contact references, and send his thoughts and recommendation by the April 15, 2021 Special Meeting to award the contract, which President Donoghue has just now arranged.

Regarding the 2020-2021 State Aid for Library Construction Grant for replacement Windows, we are not likely to hear until late summer.

The 2020 Challenge Grant for Senior Programming remains in limbo pending the return to normal Library function.

New Business:

On reviewing the Vouchers, Rebecca Brown noted that the amount billed and paid for our Overdrive contribution was less than the \$500 agreed to last year. Rebecca Brown made a motion, Kim Erbe seconded, to send the amount needed to reach a \$500 contribution again this year. All were in favor and the motion was carried.

Rebecca Brown made a motion to approve the Joint Automation Project Agreement and to authorize President Donoghue to sign the same, Rachael Armstrong seconded, all were in favor, and the motion was carried.

Kim Erbe made a motion, Rachael Armstrong seconded, to declare the stove to be surplus, to be donated to someone in need.

The next regular meeting was set for Tuesday, May 4, 2021 at 6:30 PM.

BID TABULATION

Project: Bancroft Library Accessibility Renovation

Project No.: 2020.20C

Opening Date: March 06, 2021

Time: 6:30 pm

Contractor	Base Bid	Alternate 1 Library Ramp
Duncan & Cahill	\$275,000.00	\$70,000.00
Hoosick Valley Contractors, Inc.	\$287,000.00	\$84,000.00
Bast Hatfield Construction, LLC	\$306,000.00	\$36,000.00
Wainschaf Associates	\$198,300.00	\$39,000.00

Initial bid results; contract has not yet been awarded.
Contract award is subject to a review of bidder's qualifications and references.