



BOARD OF TRUSTEES MEETING

July 12, 2022 Agenda

1. Call to Order – 6:30 PM.
2. Pledge of Allegiance.
3. Adoption of agenda.
4. Minutes – approval of the June 14, 2022 meeting minutes.
5. Public comments.
6. Finance Officer's report.
7. Correspondence.
8. Library Director's report.
9. Committee reports.
 - Library Courtyard.
 - Proudfit Hall open house.
10. Old business.
 - 2019/2020 State aid for library construction grant – project completed.
 - 2020/2021 State aid for library construction grant.
 - Floor covering in Proudfit Hall.
 - Senior program (to be reevaluated at November meeting).
11. New business.
 - SALS Construction Broadband Project (Attachment #1).
 - Surplus equipment – LCD Projector.
 - Other business.
12. Public comments.
13. Next meeting – August 9, 2022.
14. Adjournment.

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From: [Dallas, Sara](#)
To: [sals-directors \(All directors at all SALS libraries\)](#); [SALS-Pres \(All SALS libraries board presidents\)](#)
Cc: [SALS Board of Trustees](#); [DeSignore, Pamela](#); [Smith, Colleen](#)
Subject: Broadband Wireless Project - DEADLINE August 2022
Date: Friday, June 17, 2022 10:13:42 AM
Attachments: [image001.png](#)
[assurances.pdf](#)
Importance: High

Hi All,

SALS is applying for a Broadband Wireless Project to upgrade the Meraki Routers (or pay for license renewals at Clifton Park-Halfmoon and Galway) in all SALS libraries except Saratoga Springs Public Library and the Crandall Public Library. Clifton Park-Halfmoon will also be getting a new switch.

In order to be included in this project, I need your Board of Trustees to **approve the Broadband Wireless Project AND complete the Assurance Form.** This form is a pdf file attached to this email.

The Broadband Wireless project will upgrade your routers, pay for wiring if needed, or license renewals. There is no cost to your library. Chris Mundell and SALS will do the ordering, oversee the wiring, and renew the licenses for the two libraries.

The **completed Assurance forms** must be sent **to SALS by August 30, 2022.** If your board doesn't meet until September, we can make accommodations.

SALS will be responsible for the overall management of this project.

SALS will use its funds to match the grant.

For more information about this project:

Projects involving the purchase, installation or replacement of a library building's broadband services infrastructure, including but not limited to external and internal connections, either as a stand-alone project or as a project component of a larger renovation project, are eligible for State Aid for Library Construction funds. The purchase of initial necessary equipment or the upgrade of existing equipment, such as servers, routers and wireless hubs, are also eligible expenses as part of a broadband project.

Broadband infrastructure projects involving fiber buildout that are eligible for State Aid for Library Construction funds should meet the following criteria:

1. Such projects should involve the creation of or the use of a "last mile" fiber buildout to the library(ies) or library system(s) building(s);
2. Such projects should either utilize or create fiber connections that **have the capacity** to deliver Internet services at a connectivity rate of at least 100Mbps for libraries and library systems that serve fewer than 50,000 people and at least 1Gbps for libraries and library systems that serve 50,000 people or more.

Broadband Wireless Projects

1. Broadband wireless projects eligible for State Aid for Library Construction funds should create wireless connections that **have the capacity** to deliver Internet services at a connectivity rate of at least 100Mbps for libraries and library systems that serve fewer than 50,000 people and at least 1Gbps for libraries and library systems that serve 50,000 people or more.
2. Such projects could involve hardware purchases, including required servers, for initial installations and for existing installations that have been upgraded to the minimum required connectivity standards indicated in Number #1.

As always – please do not hesitate reaching out to me (sdallas@sals.edu) or Colleen Smith (csmith@sals.edu).

Sara

Sara Dallas
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ASSURANCES

State Aid for Library Construction Program (FY 2022-2023)

The applicant hereby gives assurances of the following:

SECTION 1: ALL LIBRARIES (ALL BOXES MUST BE CHECKED)

- It possesses the legal authority to submit this application including all understandings and assurances contained herein and to direct and authorize the person identified as the construction project manager to act as the official representative of the applicant in connection with this application and to provide such additional information as may be required.
- The project will begin land acquisition, construction or continue construction work in the case of a project that has begun but it not complete as the date of the application to the library system, within 180 days after receipt of written notification from the State Education Department that state aid construction funds have been approved for the project, and that the conditions of the funding has been met.
- The project will be conducted in accordance with all applicable Federal, State, and local laws and regulations.

SECTION 2: FOR LIBRARIES ACQUIRING REAL ESTATE (FIRST 3 BOXES MUST BE CHECKED IF ACQUIRING REAL PROPERTY)

For any project involving the acquisition of real estate (vacant land, or land and a building), the applicant certifies the following:

- The real property acquired in whole or part with State Aid for Library Construction funds has been or will be acquired at or below Fair Market Value.
- The purchase price of the property was or will be derived through bona fide arm's length negotiations and the purchase has been approved by the Library's Board of Trustees upon the advice of person(s) familiar with the suitability of the purchase price.
- State Aid for Library Construction funds will not be used by the applicant to make payments to any individual or entity owning the purchased property if any member of the applicant's board of trustees or any employee of the applicant or any immediate family of any member of the board of trustees has any interest in the property.
- Check if applicable:** The real property to be acquired in whole or part with the State Aid for Library Construction funds is currently owned or has been acquired from the State of NY or a State related entity (e.g. an entity formed under Chapter 43-A of the Public Authorities Law, SUNY colleges and Universities, etc.).
- Check if applicable:** If the purchase price of the property is more than \$150,000, the applicant will obtain or has already obtained an appraisal from a certified Real Estate Appraisal in conformity with USPAP standards. Such appraisal shall be kept on file and will be provided to the State Library upon request.

SECTION 3: ALL LIBRARIES (MUST CHECK 1 BOX)

- The library building or site of the construction project is or will be owned by the applicant or the school district and is, or will be, open to the public.

OR

- The library building or site of the construction project is leased by the applicant or otherwise legally available, the lease on the building or site or other legal agreement is for a minimum of 10 years from the date of the anticipated completion of construction, the owner is aware of and approves the proposed construction project, and the building is open to the public.

SECTION 4: ALL LIBRARIES (MUST CHECK 1 BOX)

- Per the provisions of Chapter Law 54 of 2014, no State and Municipal Facilities Program (SAM) funding is used as match for any component of the State Aid for Library Construction [Education Law §273-a] project described within this project application.

OR

- If State and Municipal Facilities Program (SAM) Grant money is being used to fund construction in this building, that project is totally separate from the one described in this application AND the SAM grant is **not** being used as match funding for this project application.

SECTION 5: ALL LIBRARIES (BOX MUST BE CHECKED)

- The Library affirmatively states that each of the costs to be funded with award proceeds are capital costs and therefore, as bonded funds, may not be used to pay for, including but not limited to:
- Financing/interest fees or costs
 - Retirement of long-term debt even if the debt was originally interim short-term financing (i.e., must be retired in less than one year)
 - Rental or leased equipment
 - Warranties (other than the manufacturer's warranty customarily provided with such product)
 - Recurring maintenance fees
 - Recurring repair costs
 - Painting, replacement of carpeting, floor and ceiling tiles and window treatments, unless such painting or replacement of carpeting floor and ceiling tiles or window treatments are required to be performed as part of a substantial renovation of the affected space.
 - Recurring software licenses, hosting, maintenance, or training fees
 - Internal labor costs
 - Training end users

AUTHENTICATION OF APPLICATION

This application completed in the preceding pages and accompanying documents for a public library construction aid award to be administered in accordance with the requirements of Education Law §273-a and Commissioner's Regulations §90.12 was read and duly adopted by the Board of Trustees of the

_____ Library at a legal meeting
on _____ 2022.

Signature of President, Library Board of Trustees: _____

Name of President (type or print): _____