



**Walworth-Seely Public Library**  
Special Meeting Agenda of the Board of Trustees  
Thursday, March 7, 2019 at 6:30 PM  
**APPROVED**

- 1) Call to Order
  - a) Meeting was called to order at 6:34 pm by President Jessica Vance
- 2) Roll Call
  - a) Library Board Trustees Present: President Jessica Vance, Vice-President David Teetsel, Finance Officer Carol Dame and Secretary Drew Britt
  - b) Library Staff Present: Director Anne Brown
  - c) Others Present: Lou Villanova, Tony Sclamo and Nancy Sclamo

- 3) Adoption of current meeting agenda as presented

**MOTION: Trustee Britt motioned to approve the current meeting agenda as presented/revised. Seconded by Trustee Dame. Motion carried.**

**YES: 4/4: Trustee Vance, Trustee Dame, Trustee Teetsel and Trustee Britt**

**NO: 0**

- 4) Period of Public Expression

**Specific Purpose of the Special Meeting: Discuss items pertaining to the Library Improvement Project and any detail/timelines/issues involved**

- 5) Discussion of Requirements for Project Realization
  - a) Town Approval of Project
    - i) Resolution will not go before the Town Board meeting at this week's (3/7/19) meeting. PLS and a representative from the state informed the library that the revisions drafted by Town Attorney Young had too many contingencies to be accepted as approval by the state. A new draft will be created and presented to the Town Board at their next meeting on 3/21/19.
  - b) Intent to Apply (Due May 24)
    - i) Must have contractor quote for application, which will likely require full architectural designs. President Vance will contact LaBella to find out how long these processes will take and associated costs.



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c) NYS Library Construction Grant Application (Due August 31)

6) Discussion on engaging LaBella to move forward with expansion design and planning

**MOTION: Trustee Teetsel motioned to authorize the engagement of LaBella, PC to continue moving forward with expansion plans, including drafting designs and drawings necessary to obtain a contractor's quote, not to exceed a cost of \$ 30,000. Seconded by Trustee Britt.**

**YES: 4/4: Trustee Vance, Trustee Dame, Trustee Teetsel and Trustee Britt**

**NO: 0**

7) Discussion of lease revision process

a) Discussion on retaining legal counsel for lease re-negotiations and other items relating to grant applications

**MOTION: Trustee Britt motioned to retain attorney Ellen Bach at an hourly rate of \$225 for the purposes of lease re-negotiation and other items relating to grant applications. Seconded by Trustee Teetsel.**

**YES: 4/4: Trustee Vance, Trustee Dame, Trustee Teetsel and Trustee Britt**

**NO: 0**

b) Awaiting updated Invoice of \$9,001.00 per meeting with Supervisor Jacobs and Code Enforcement Officer Williamson on 3/1/2019.

**MOTION: Trustee Teetsel motioned to submit payment of \$9,001.00 to the town contingent upon receipt of an updated invoice. Seconded by Trustee Britt.**

**YES: 4/4: Trustee Vance, Trustee Dame, Trustee Teetsel and Trustee Britt**

**NO: 0**

8) Adjournment

**MOTION: Trustee Teetsel motioned to adjourn the meeting at 8:41 pm. Seconded by Trustee Dame.**

**YES: 4/4: Trustee Vance, Trustee Dame, Trustee Teetsel and Trustee Britt**

**NO: 0**