

Aurora Free Library
Meeting Minutes
July 20, 2023

Present: Susan Deacon, David Eckhardt, Dennis Looney, Natalie Kimbrough, Thea Miller, and Lars Peterson

Excused: Sue Dean

Staff: Sandy Groth

The meeting was conducted in-person.

A. Susan called the meeting to order at 5:51 pm.

B. **Conflict of Interest/Consent Agenda** – No conflicts of interest were noted. Motion to accept the consent agenda.

Move by: Susan Deacon

Second: Dennis

Action: Carried

C. **Treasurer's Report (Thea)**

a. The library has received our new debit card in Thea's name.

D. **Director's Report (Sandy)**

a. Summer programming is going well.

b. AuroraFest parade float (August 26th). Lars will take the lead on brainstorming ideas with Sandy.

c. Jail room is near completion. Working on finalizing table sizes.

E. **Committee Reports**

a. **Fundraising (Dennis)**

i. Book Sale - 7/28 to 7/30

1. Marie has three people from the Inns of Aurora moving books Tuesday, July 25th.

2. Barb Blom will coordinate volunteers.

3. Price list - \$20/bag of books (we will use plastic bags leftover from last year).

ii. Book Lovers' Ball 10/6

iii. Dennis has reached out to the Emerson Foundation to coordinate a visit with Dan Fessenden regarding fundraising needs.

b. Morgan Opera House (Lars)

- i. The Little House Band is scheduled for next weekend (Saturday, 7/29 at 8:00 pm).

c. Preservation (Dave)

i. NYS Bullet Aid:

In May, we submitted two letters of request for \$10,000 of "Bullet Aid" for libraries from our State representatives Senator Rachel May and Assemblyman Jeff Gallahan. Jeff Gallahan has declined, and we have not as yet heard from Rachel May. Senator Rachel May might visit the AFL on July 26.

ii. Capitol Fundraising

A Capital Fundraising effort has been established to generate funds through the Aurora Free Library Building Preservation Campaign to help offset the costs of building projects. It is anticipated that the fundraising will progress for at least three years to address the roof and other Library projects, including window renovations, exterior facade surface repair and painting, and masonry repairs. The second organizational meeting for the fundraising committee was held July 10, with plans to meet monthly. With assistance from the committee, Dennis Looney is preparing a grant application to the Emerson Foundation for \$50,000, and he will invite Director Dan Fessenden to meet us and tour the Library. Sue Dean is exploring other grant opportunities through the Metcalf/French/Columbian Foundations, and she will invite Director Steve Rich to the Library.

1. As the Board of Trustees for the Aurora Free Library, we have the responsibility to ensure our building remains viable for future generations of library and theater users. To this end, we believe that over the next 10 years a coordinated effort must be focused on raising funds and executing the work needed to stabilize the exterior envelope of our 1899 building.

Move by: Dave

Second: Thea

Action: Carried

2. To these ends, the Board members encourage and support a grant application for \$50,000 to the Emerson Foundation titled "Aurora Free Library Windows Renovation Project." This project is one of several important and necessary renovations that the Board will pursue. The Board notes that any awarded grant funds will be augmented by donations received through the ongoing Aurora Free Library Building Preservation Campaign, as well as through other fund-raising efforts.

Move by: Dennis

Second: Dave

Action: Carried

iii. Morgan Opera House Air Conditioning:

At the May 19 meeting, Trustees approved a contract for Taitem Engineering of Ithaca to assist the AFL in the design, specifications, and installation review of a suitable AC system for the MOH. The Denton family and Triad have generously pledged a combined \$30,000 for the project. Additional funding of \$90,000 will be requested through a grant application through the 2024 New York State Aid for Library Construction Program, which must be submitted to FLLS by Sept. 1 (in preparation by Steve Moolin). Taitem is tasked with submitting by August 1 a bid estimation for the AC system installation by a suitable contractor, which is required in the NYS application process. SHPO signed off on July 7 with a "No Adverse Effect" statement.

1. As per our contract with Taitem, Ellen met with Dom Delucia (Taitem) for a site review on Thursday, June 29th at 10 am. He spent several hours studying, measuring, and taking notes on the existing furnaces and the theater. He also examined the electrical entrances for the MOH and the AFL. He was given copies of the MOH's electric bills for 2019, 2021, and 2022 so their design team could better estimate normal electrical usage in the theater. Two questions need clarification – (1) Are the MOH furnaces wired to the AFL or MOH breaker box, and (2) How does the duct work cause heat intended for the MOH to enter through the air returns in the AFL's children's room.

iv. Regional Economic Development Council Grant Application:

Evan Tuthill, Cayuga County Department of Planning and Economic Development, contacted us to ask if we would again partner with the Village of Aurora to develop a new application for the New York Forward Program. The State program provides awards to small rural communities with grant funding of up to \$4.5 million. Our component of the Village application will include an updated proposal for renovations of the Library windows, although we asked Evan to also consider potential funding for renovation of the exterior facade surfaces. Steve Moolin helped to prepare our proposal, which we submitted to Evan on July 18.

v. 2020 NYS Aid for Library Construction Grant closeout:

Director Sandy Groth, with help from Natalie, finalized the purchases for the "Jail Room" renovation project, with a new 55-inch smart digital TV, new chairs and tables, wifi-linked security cameras, and additional storage cabinets. Other completed components of this grant project included the floor renovations in the two main library rooms and the front door renovation. Steve Moolin initiated the close-out for this grant account, and, as of June 22, it is 'in the queue' for Final Close Out by NYSED. Once approved by NYSED, there is a form to be filled out and signed in blue by a Board member in triplicate and returned to NYSED. This starts the process to get a \$5,400 check from NYS, which is the last 10% of the

state aid on this project.

vi. NYS Aid for Library Construction Program – Roof Reconstruction Project:

1. Funding for \$33,610 was approved in December 2022 by the State Education Department for repair of the west-facing gable roof tiles and fascia boards (Project number 0386-22-9243). A check for \$30,249 (90% of the grant) was received and deposited at CLNB in January. A revised contract proposal for the project submitted by Hale Roofing of Horseheads, NY was approved by the AFL Board of Trustees at the April 11 Trustees Special Meeting at a cost of \$68,044.

--The roof tile was delivered on June 2. Scaffold was delivered June 14. Hale Roofing met on-site June 20 with AFL to review work and schedules [meeting summary is attached]. Hale mobilized June 26 to begin removal of the old roof tile. Costs will be incrementally invoiced upon mobilization with the balance due upon completion; the first invoice was submitted and paid for \$17,011.

--Dave contacted Aurora Mayor Jim Orman to ask permission for Hale to use the four parking slots on Cherry Avenue adjacent to the library. The Mayor secured permission from the Village Board.

--As of July 18, Hale has all of the front dormer tile removed, has applied the new sub-roof membrane with new purlins, and has begun replacing tiles with a mixture of old and new. New primed fascia boards are partially installed and painted with matching brown topcoat. The south gutters have been cleared with the 85-ft lift, and a new chimney cap is being fabricated by Hale. Hale identified broken tiles around the leaking circular metal roof vent, which they will repair. See attached photos of the work in progress.

--Hale has reported that many more old roof tiles are broken and unsuitable for re-use than was anticipated, and the original tile order from Ludovici will not cover the replacement need. Rather than reset the old broken tiles, Dave (in consultation with Steve Moolin) gave permission for Hale to order additional new tiles, at an estimated additional cost of \$16,000. The second tile shipment arrived July 18.

--Natalie composed an information sign about the project, which we had printed and have posted at the library while the roof project is underway. A Village permit is not required for the signs.

d. Adjournment – Motion to adjourn the meeting.

Moved by: Natalie

Seconded: Dennis

Action: Carried
Meeting adjourned at 6:49 p.m.

Next meeting: August 17, 2023