

Great Neck Library
BRANCH COMMITTEE
Tuesday, December 15, 2020
Via Zoom

Board Members

Barry Smith, Chair (BS)
Weihua Yan (WY)
Scott Sontag (SS)
Rebecca Miller (RM)

Staff

George Trepp (GT)
Justin Crossfox (JC)
Alana Mutum (AM)
Egita Johnson (EJ)
Charles Wohlgemuth (CW)

Guest

Elisabeth Martin, MDA (EM)

Members of the Public

Marietta DiCamillo (MD)
Marianna Wohlgemuth (MW)

Call to Order

BS called the meeting to order at 7:03 pm. He apologized for the technical glitches experienced at the last few meetings. BS thanked GT and EM for moving these projects forward.

Discussion

GT thanked EM for her work on these projects. He reported that he worked with EM on the timeline for the renovations and took responsibility for extending the time on it.

Update on Renovations

EM thanked GT, JC and EJ for their input on the projects. She explained that there are two different structures for the project since Parkville involves NYSED. EM said that the shelving at both locations will be saved and reconfigured but the furniture will not be reused. She stated that the board or administration needs to decide where the shelving and technology will be stored while the renovations take place. After a brief discussion the committee agreed to have the books, shelves and technology kept in an appropriate storage facility supplied by the mover. EM reported that she has given GT an updated draft of the furniture RFP and is currently working on a new management RFP. Both are being reviewed by library counsel and will be shared when complete. EM noted that, for Station, the board approved an invitation to bid to be sent out to three to five selected Long Island general contractors. She hopes to present this to the board in January. For Parkville, the bids have to go through State approval since the branch is on school property. A previous board approved use of NYSED's expedited approval process which reduces the approval time from 46 weeks to eight to ten weeks.

Station Branch

EM presented the proposed renovations for Station to all in attendance. She noted that they are looking to: send out the bids for the project in January; evaluate the submitted bids in February; schedule the branch closure in March and; have the project completed by July or August.

Parkville Branch

EM presented the proposed renovations for Parkville to all in attendance. RM questioned if there will be ample power supplies and multiple types of power throughout the branch as it is very important. She also asked how much extra seating will result from the renovation. EM responded that there will be an abundance of power outlets throughout the branch and that the renovations will allow for an extra 55+ seats. EM shared the construction estimates which anticipated approximately \$600k for Parkville and \$500k for Station.

BS asked for the timeline for the Parkville project. EM stated that they are looking to: send out the bid invites in April; evaluate bids in May; begin construction in July or August, dependent on completion of Station renovation, and; have the project completed by December or January.

BS requested EM speak on Hazmat testing that was conducted at the branch. She announced that many samples were taken at Parkville and that all came back negative.

BS encouraged the members of the committee to review the bid documents prepared by EM for Parkville and to provide any feedback they may have.

Open Time

MD asked what the remaining lease is on Station. GT stated that he does not have the information on hand but that he will send it to her and the committee members via email. MD expressed her disappointment in the fact that construction on Parkville will not commence until the end of the year but is pleased that it is moving forward.

Meeting adjourned at 8:05 p.m.

Submitted by Gina Chase

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Action Items

George Trepp

1. Email current Station lease to committee and public members in attendance.