
**GREAT NECK LIBRARY
MINUTES OF THE
SPECIAL BOARD OF TRUSTEES MEETING
THURSDAY, APRIL 8, 2021, AT 6:00 P.M.**

A special meeting of the Great Neck Library Board of Trustees was held on Thursday, April 8, 2021, via Zoom [Agenda attached]

The following Trustees were present constituting a quorum:

Weihua Yan – President
Barry Smith – Secretary
Chelsea Sassouni – Treasurer
Scott Sontag – Assistant Treasurer
Kathleen Gold – Assistant Treasurer
Josephine Mairzadeh – Trustee

Also Present: George Trepp – Interim Director
 Elisabeth Martin – MDA Design Group

Absent with Prior Notice: Liman Mimi Hu – Vice President
 Steven Kashkin – Business Manager

CALL TO ORDER

The meeting was called to order by President Yan at 6:04 p.m.

PUBLIC COMMENTS ON PUBLISHED AGENDA

- P. Marksheid – 1. Expected start date for construction if motions are approved tonight.
2. Concerned over what will happen with the books that are being put in storage during the renovation.
3. As Deputy Mayor of the Village of Great Neck Plaza, offered her assistance in any way library may need for this renovation project.

Elisabeth Martin, MDA Design Group, responded that pending tonight’s approvals, construction should begin in approximately four to six weeks. Regarding the books, Ms. Martin assured that there is enough shelving in the renovated space to house the entire collection. President Yan noted that shelving is also being added in the Main Library to have more space for both children and adult books. Ms. Martin asked Ms. Marksheid for her assistance in obtaining the required permits for the renovation.

ACCEPT LANDLORD’S PROPOSAL FOR A LEASE RENEWAL FOR THE STATION BRANCH LIBRARY

Upon motion by Trustee Sassouni, seconded by Trustee Mairzadeh and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept Kabro’s Proposal for a lease renewal for the Station Branch Library with the following terms; The term of the lease would be for a period of 15 years. The initial year of the lease shall be the base year of the rent, with years 2-6 calling for a one percent (1%) rental cost increase, followed by years 7-15 calling for a two percent (2%) rent increase. Additionally, the landlord will contribute a total of \$175,000 towards the library's upgrade project to be paid as a rent credit over a five (5) year period. All other terms and conditions will remain as previously stipulated extant lease. A revised lease will be drafted by the owner’s attorney and subsequently reviewed by the Library’s attorney.

VOTE: Yes – 5 (Yan, Smith, Sassouni, Gold, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

UNTABLE THE MOTION TO AWARD CONTRACT FOR CONSTRUCTION FOR STATION BRANCH RENOVATION

Upon motion by Trustee Mairzadeh, seconded by Trustee Sassouni, it was,

RESOLVED, that the Great Neck Library Board of Trustees take from the table the motion relating to awarding the contract for construction for the Station Branch Renovation.

VOTE: Yes – 5 (Yan, Smith, Sassouni, Gold, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

AWARD CONTRACT FOR CONSTRUCTION FOR STATION BRANCH RENOVATION

Upon motion by Trustee Sassouni, seconded by Trustee Mairzadeh and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees award the contract for construction renovation of the Station Branch renovation to Jobco Incorporated per the attached quotation, in an amount not to exceed *\$458,000.00*; to be charged to the Branch and Special Services Fund.

VOTE: Yes – 5 (Yan, Smith, Sassouni, Gold, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

Interim Director, George Trepp reported that they are considering removing the renovation of the men’s bathroom from the general contract thus reducing the amount by \$32k. Since both the men and women’s bathrooms in the branch are dated with inadequate water pressure, they plan on submitting a request for the renovation of both bathrooms, while the contractors are on the job. MDA will be assigned with their redesign.

Public Comment: P Marksheid said the poor water pressure is the responsibility of the landlord and asked if they have been approached with this issue. Trustee Sassouni agreed with Ms. Marksheid. Ms. Martin concurs but feels that having our engineers take a look at it first will put the library in a stronger negotiating position. Ms. Marksheid noted that there are other businesses there who should be consulted before speaking with the landlord to determine if they are having the same problems.

Mr. Trepp explained that they will use the \$32k deduct alternative to drive the price down and while the project is in progress use a change order to do an equitable rehabilitation of both restrooms. Ms. Martin noted that doing this will bring Jobco's bid down to \$426k making it the lowest of the three bidders.

Trustee Sontag arrived at 6:34 pm

UNTABLE THE MOTION TO AWARD CONTRACT FOR MOVING AND STORAGE FOR STATION BRANCH RENOVATION

Upon motion by Trustee Mairzadeh, seconded by Trustee Gold, it was,

RESOLVED, that the Great Neck Library Board of Trustees take from the table the motion relating to awarding the contract for moving and storage for the Station Branch Renovation.

VOTE: Yes – 6 (Yan, Smith, Sassouni, Gold, Sontag, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

AWARD CONTRACT FOR MOVING AND STORAGE FOR STATION BRANCH RENOVATION

Upon motion by Trustee Gold, seconded by Trustee Mairzadeh, it was,

RESOLVED, that the Great Neck Library Board of Trustees award the contract for moving and storage for the Station Branch renovation to WGB per the attached quotation, in an amount of \$51,850.00; to be charged to the Branch and Special Services Fund.

VOTE: Yes – 6 (Yan, Smith, Sassouni, Gold, Sontag, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

Public Comment: Ms. Martin stated that the correct company name is WBG, Whalen Berez Group.

UNTABLE THE MOTION TO AWARD CONTRACT FOR FURNITURE PROCUREMENT AND INSTALLATION FOR STATION BRANCH RENOVATION

Upon motion by Trustee Sontag, seconded by Trustee Mairzadeh, it was,

RESOLVED, that the Great Neck Library Board of Trustees take from the table the motion relating to awarding the contract for furniture procurement and installation for the Station Branch Renovation.

VOTE: Yes – 6 (Yan, Smith, Sassouni, Gold, Sontag, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

AWARD CONTRACT FOR FURNITURE PROCUREMENT AND INSTALLATION FOR STATION BRANCH RENOVATION

Upon motion by Trustee Gold, seconded by Trustee Sassouni, it was,

RESOLVED, that the Great Neck Library Board of Trustees award the contract for furniture procurement and installation for the Station Branch renovation to Inside Source per the attached quotation, in an amount of \$101,768.00; to be charged to the Branch and Special Services Fund.

VOTE: Yes – 6 (Yan, Smith, Sassouni, Gold, Sontag, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

UNTABLE THE MOTION TO AWARD CONTRACT FOR SHELVING FOR STATION BRANCH RENOVATION

Upon motion by Trustee Gold, seconded by Trustee Sassouni, it was,

RESOLVED, that the Great Neck Library Board of Trustees take from the table the motion relating to awarding the contract for shelving for the Station Branch Renovation.

VOTE: Yes – 6 (Yan, Smith, Sassouni, Gold, Sontag, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

AWARD CONTRACT FOR SHELVING FOR STATION BRANCH RENOVATION

Upon motion by Trustee Sassouni, seconded by Trustee Mairzadeh and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees award the contract for shelving for the Station Branch renovation to WGB per the attached quotation, in an amount of \$48,963.00; to be charged to the Branch and Special Services Fund.

VOTE: Yes – 6 (Yan, Smith, Sassouni, Gold, Sontag, Mairzadeh)

MOTION CARRIED UNANIMOUSLY

Public Comment: Ms. Martin stated that the correct company name is WBG, Whalen Berez Group.

OPEN TIME

Trustee Smith recognized the hard work behind these capital improvement projects. He thanked Ms. Martin, her team and Mr. Trepp for their work on the Station Branch renovation and said he looks forward to working with them on the Parkville Branch project.

P. Marksheid asked what will happen to staff of Station Branch during the renovation. Mr. Trepp responded that they will be reassigned to other locations.

Trustee Mairzadeh asked for updates on government grants. Mr. Trepp said they are currently working on two grants. One is a Parks grant for the landscaping project and the other is a New York State construction grant for the Parkville Branch renovations.

E. Martin shared that they are planning to release the Parkville Renovation drawings to Albany next week. Since the previous board approved an expedited review and approval from the State Education Department, the process should take eight to 10 weeks.

P. Marksheid wondered if the back alley will be used during the Station renovations. Ms. Martin responded that the contractors committed to bringing in smaller deliveries through the back and the front, when possible. She added that, most likely, there will be a mini dumpster in the back.

DATES OF NEXT MEETING

April 20, 2021- Board Meeting

ADJOURNMENT

The meeting was adjourned at 6:54 pm on a motion by Trustee Mairzadeh and seconded by Trustee Gold.

Respectfully submitted,

Dr. Barry Smith
Secretary, Board of Trustees