Great Neck Library
BUILDING COMMITTEE
Thursday, May 13, 2021
Via Zoom

Board Members
Barry Smith, Chair (BS)
Weihua Yan (WY)
Scott Sontag (SS)
Josephine Mairzadeh (JM)

Staff
George Trepp (GT)
Steven Kashkin (SK)
Adam Hinz (AH)
Justin Crossfox (JC) absent with notice
Alana Mutum (AM)
Egita Johnson (EJ) absent with notice
Garry Horodyski (GH)

Member of the Public
Josie Pizer (JP)

Call to Order

BS called the meeting to order at 6:10 p.m. He reported that there has been a lot of activity with the library's capital improvement projects.

Landscaping Project

GT shared the tentative timeline for the landscaping project, which has been provided by the Project Manager, Danny Ostad of Rockwell Developers.
- RFPs due: June 1, 2021
- RFP award: June 22, 2021
- Project start date: late August 2021 / early September 2021
- Project completion: December 2021

Station Branch Renovation

GT shared the tentative timeline for the Station Branch renovation.
- Last day of branch service: May 29, 2021
- Branch closure: June 1, 2021
- Project kickoff meeting: June 3, 2021
- Move date: June 4, 2021

GT noted that the lottery for the excess furniture closes on May 14th and he would like to have a board member pick the lottery winners. BS asked what is being done to notify the public on the closure. GT responded that Cindy Simeti generated a flyer in several languages which has been sent out through social media. BS suggested reaching out to Ms. Pamela Marksheid, Deputy Mayor, Village of Great Neck Plaza, for assistance in getting the word out. GT stated that he has requested a fee waiver from the Village for the upcoming renovations. Regarding the restrooms, he said that due to the condition of the bathrooms, it was decided to remove this work from the original plan and instead add the renovation of the men and women's bathroom as a change order.

GT said that Elisabeth Martin's proposal for the restroom renovations is included with the packet. The cost for this additional architectural service from MDA is $10,500. WY wants to make sure that money is being spent wisely and would like to carefully consider the cost of renovating the bathrooms.

JM arrived at 6:25 p.m.

Parkville Branch Renovation

GT shared the tentative timeline for the Parkville Branch renovation.
- State Education Review: May - July 2021
- Bid start: mid July 2021
- Bids due: August 23, 2021
- Bid award: September 2021
- Project start date: late October 2021
- Project completion: late February 2022

Lakeville Branch

BS reported that, in an effort to be fiscally responsible, Lakeville's lease is being revaluated. This matter will be discussed by the board in an Executive Session.

HVAC

All matters on this subject continue to be handled by library counsel.

Main Library Shelving

GT shared that Creative Library Concepts, the original vendor, was called in with the hopes of increasing the shelving. Their proposal, in the amount of $60,903.70, includes the addition of shelving in the following sections: Children's Room; 14-Day Fiction; Biographies; YA/Non-Fiction; Reference and; AV, as well as the glass end panels. This extra shelving will allow for much of the material, currently in storage, to be brought out. WY asked if stacking more shelves on top of existing ones will create a hazard in the Children's Room and also if the books will be reachable by children. GT responded that although younger children will not be able to reach the material, it will be safe.

Webpage Improvements

GT said that staff input was requested on ways to improve the website but not much was received. WY suggested designing a survey for patron feedback on website enhancements. BS concurred and GT agreed to get this done. The survey will be placed on all media platforms. BS recommended that AH engage the teens to see if they had any ideas.

Meeting adjourned at 7:00 p.m.

Submitted by Gina Chase

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Action Items

George Trepp

1. Place patron survey for feedback on website enhancements on all library media platforms.