

**Special Meeting
of the Board of Directors
Tuesday October 9, 2018
Burroughs/Saden Library - 925 Broad St
Bridgeport, CT**

MINUTES

In Attendance:

Directors Errichetti, O'Donnell, Cunningham, Osborne-Gant and Holden.

Absent – Directors Baraka, Brown, Torres and Greenberg

The agenda was adopted, moved by Anne Cunningham, seconded by William Holden: motion unanimously approved

Burroughs Redesign

Marsha Matto of UB School of Design presented various space reallocation options for Burroughs, looking for initial feedback to provide guidance to her students. Although space allocation had been discussed with some staff, this was the first presentation to the Board. It was suggested this item be moved for discussion to the next Board meeting.

Lower East Side

Ashlar Construction presented various options for bathroom tile, flooring and wall colors for Lower East Side.

- MOTION – Selection of Tile 812027022121 for bathroom floor and walls, moved by Tom Errichetti and seconded by Anne Cunningham: motion unanimously approved
- MOTION - Selection of Masland flooring P2213 for all first floor space other than bathrooms moved by Kenya Osborne-Gant, seconded by Anne Cunningham: motion approved, Anne Cunningham, Kenya Osborne Gant and Jim O'Donnell voted Aye; Tom Errichetti and William Holden voted Nay
- MOTION – Selection of paint color “Swiss Mocha” for rear section walls and “White Mocha” for front section walls and bathroom walls, moved by Tom Errichetti, seconded by Anne Cunningham: motion unanimously approved

Ashlar Construction recommended that we “gut” the remaining nonstructural walls on the second floor now to mitigate disruption later when the second floor is refinished. Additionally it was determined that the grates on the front of the building should be removed now.

- MOTION – Proposal of additional work – demo second floor nonstructural walls now to be less disruptive later and removal of current security grates for \$14,000 by Ashlar Construction moved by Tom Errichetti, seconded by William Holden: motion unanimously approved

Other Properties

The Fire Panel at North Branch needs to be replaced. Three quotes were received. Fire Tech was the low cost bid however Fire Tech charges more for service calls and annual monitoring and maintenance. Sonitrol/Soundsafe is used at all other facilities. Sonitrol/Soundsafe is more than Fire Tech but less than Advanced Security Systems

- MOTION – 3 quotes were received and reviewed. Motion to accept proposal by Soundsafe Security in the amount of \$31, 853 moved by Tom Errichetti, seconded by William Holden: motion unanimously approved

The memorial plaque for Director Errichetti’s gift was presented for approval. The plaque will be placed above the entrance to North Branch Children’s Room.

- MOTION – approve plaque in raised aluminum for “Rocco and Helen Errichetti Memorial Children’s Room” moved by Tom Errichetti, seconded by Anne Cunningham: motion unanimously approved

Finishes and Colors were previously reviewed for Newfield Branch and there was concern expressed that the coloring should be a little more vibrant. Carpet choices have been re-reviewed and changes recommended

- MOTION - New Newfield Branch – motion to approve flooring and other finishes for Newfield Branch – motion to approve all prior selections except for change to red accent carpet instead of green accent carpet – moved by Tom Errichetti, seconded by William Holden: motion unanimously approved.

Consultant Baldino has made color choices for the repainting of the Board Room and replacement of seat pads.

- MOTION - Burroughs Board Room Renovation – selection of wall colors and seat pad materials – motion to approve the selection of “Santa Monica” blue flat for the walls, a semi- gloss white for the wall trim accents and fireplace mantel and “power grid” fabric for seat pads, moved by Kenya Osborne –Gant and seconded by William Holden: motion unanimously approved

The cost of cleaning carpets at Black Rock and North has been discussed. Three quotes for each location had been received. It was discussed that we should defer cleaning carpets now that winter is approaching but see if the low bids would lock in their prices.

- MOTION - Black Rock and North Carpet Cleaning – motion to defer cleaning until Spring moved by William Holden, seconded by Kenya Osborne-Gant: motion unanimously approved

The Board has been exploring the replacement of the carpet flooring on the lower level of Black Rock due to occasional water backup during heavy rains. Two quotes for tile flooring were received – waiting for third quote.

Motion to adjourn made by Director Errichetti, second by Director Cunningham. The meeting adjourned at 7:00 PM