

MINUTES OF THE BOARD OF TRUSTEES BUILDING COMMITTEE MEETING
BETHLEHEM PUBLIC LIBRARY (BOARD ROOM)
Tuesday April 22, 2025

PRESENT: Caroline Brancatella
Laura DiBetta
Mark Kissinger
Sarah Patterson
Gail Sacco (virtual)
Lisa Scoons
Michelle Walsh
Sharon Whiting, library treasurer

Geoffrey Kirkpatrick, director

EXCUSED:

GUESTS: Phil Berardi, assistant director/head of operations
Chris McGinty, assistant director of Public Services
Jennifer Crawford, confidential secretary

President M. Kissinger called the meeting to order at 6:02pm.

DISCUSS LIBRARY BUILDING NEEDS

Boiler RFP review

The board evaluated the proposals received as a result of the Boiler Project RFP, which was published in both official library newspapers and also emailed to select firms as identified as firms dealing with NYSED OFP engineering projects in Albany County. Interest was also solicited by the library's construction manager from Schoolhouse.

- Two proposals were received. One from CSArch and one from Ashley McGraw.
- The board instructed G. Kirkpatrick and staff to check references for CSArch for boiler or similar projects.
- The board instructed G. Kirkpatrick to question CSArch about the role of a construction manager vs construction administration mentioned in the proposal.
- The committee decided to recommend a contract with CSArch to the full board at the May board meeting.

Building project discussions

The committee discussed further building projects, associated costs, and order of projects. After the completion of the boiler the committee decided to recommend that the following projects be pursued in this order:

- Boiler – already in progress
- House demolition and parking lot repaving
- Asbestos abatement of the hallway popcorn ceiling and roof drains

Carpet replacement was recommended to be pursued further in the future when the total amount of reserves was better able to be estimated after the previous projects.

ADJOURNMENT

The meeting was adjourned at 7:10pm.

Prepared by
Kristen Roberts, recording secretary

Cosigned by
M. Kissinger, board president