

**APPROVED MINUTES  
KINDERHOOK MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING  
JANUARY 16<sup>TH</sup> 2016**

**Present**

Dot Balko, Secretary  
Bill Better  
Matt Cabral  
Bruce Charbonneau, Treasurer  
Jeremy Darman  
AnnaLee Giraldo, Director  
Lee Jamison  
Jane Jessup Mayer

Michael Leonard  
George Mayer  
Elizabeth Phillips  
Marian Sole  
Gary Spielmann, President  
Jim Tuttle  
Mark Wilson

**Excused**

Karen Vecellio

**Guests**

Marie Orlando, Bonnie Shannon, Friends of the Library; Judy Van Allen

**Call to Order:** Members in attendance constituted a quorum. Spielmann called the meeting to order at 6:00pm

**Announcements:** Spielmann thanked the trustees for making themselves available for the meeting. He explained the purpose for the meeting, which is to make a decision regarding the direction of the capital campaign and building construction.

**Signing the Contract for Butler, Rowland, Mays, LLP.**

Charbonneau discussed details from a meeting held on January 12<sup>th</sup> at the Library with the architect's firm to review the contract and discuss exact expenses. The construction committee voted unanimously in favor of proceeding with contract as is at \$175,000.

The total cost of building construction will be around \$1.3 million, and the total cost including consulting and soft costs will be around \$1.7 million.

Better raised his concerns about the project costs, stating that in his opinion the architect's fees are too high. The board discussed the possible drawbacks and merits of continuing with the project and signing the contract as is. Cabral pointed out that the donation from the Tuttle family was made with the expectation that the project would progress with Jim Romanchuk, the contractor, and Paul Mays, the architect, as a team. The board agreed that the best way forward would be with Romanchuk and Mays together.

Darman asked why the architects asked for a flat fee as opposed to a percentage of the project cost. Charbonneau explained that if the architects were receiving a percentage of the costs, their profits will rise if the project becomes more expensive, whereas with a flat fee there is no incentive for the architects to increase the project cost.

Charbonneau summed up that the board is glad with the team that we have and their reputation. Spielmann pointed out that the original plan called for roughly \$2.4 million, and the

Reading Porch accounts for \$300,000. The new projected cost of the project, at \$1.7 million, is still roughly \$400,000 less than the original cost projection.

Jamison added that the board is finally moving forward with a long-standing construction project. She pointed out that many projects end up standing for years with no progress and no forward outlook. She supported going forward with the contract as is.

Cabral added that the board unanimously wants to work with Paul Mays, but want to ensure that the cost and work is fairly balanced. Better discussed having the architects reduce their fee to \$155,000.

A motion to approve the contract with the stipulation that the architect's fees will not exceed \$175,000, and with the intention to approach Mays about reducing the cost, was made by Jessup Mayer, seconded by Mayer, and passed without dissent.

A motion to hire Romanchuk for up to \$5,000 to assist in pricing the cost made by Charbonneau, seconded by Leonard, and passed without dissent.

Wilson and Sole thanked Better and the other trustees for raising their concerns and bringing this level of discussion to the table.

A motion to adjourn was made by Better, seconded by Jamison, and passed without dissent. The meeting was adjourned at 6:50pm

