



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

SERVICES COMMITTEE

July 14, 2009

PRESENT: Brian Hartson, LouAnne Lundgren, Mary Muller, Richard Naylor, Lois Prenovost, Philip Ritter, Jo-Ann Benedetti, Heidi Fuge

EXCUSED: Erin Apostol

M. Muller convened the meeting at 9:00 A.M.

I. CONSTRUCTION GRANT APPLICATIONS

P. Ritter distributed copies of the six construction grant applications that have been received by Upper Hudson. The applications and amount requested came from the following libraries:

Sand Lake	\$ 9,853.	Purchase a circulation desk - part of an ongoing project
Stephentown	\$ 12,076.	Renovate spaces for more effective use & purchase computers
Brunswick	\$ 12,700.	Equipment & furnishings - part of an ongoing project
Guilderland	\$ 19,312	Renovate several spaces for more effective use
Altamont	\$ 74,928	Outside work at Train Station - part of an ongoing project
Albany	\$396,459.	Geothermal HVAC installation at Branch library

The above projects total \$525,328. There is \$441,390 available to UHLS. P. Ritter noted that according to the new UHLS guidelines for the construction grant, no library will be funded at less than 35% or more than 50% of the *Cost of Project for Which Funding is Being Requested*.

- **STEPHENTOWN:** P. Ritter pointed out that in the Stephentown application, the project director is a Trustee, Anthony Beverly, and he is also the primary contractor for the job. P. Ritter did not see this as a problem but felt that the Committee members should be aware of this. No one saw it as a problem. R. Naylor asked if PCs could be funded with construction grant monies. P. Ritter responded that it is his understanding that it can be done as long as it is part of a larger project and is included under the fundable category of equipment and furnishings.
- **SAND LAKE:** P. Ritter noted that the circulation desk for which Sand Lake is requesting funds is part of an ongoing renovation project. The Committee members did not see any problem recommending approval of the Sand Lake grant, and P. Ritter will stress to DLD that it is part of a larger project. It is possible that DLD will see this differently.
- **GUILDERLAND:** P. Ritter noted that this application is not complete since the library did not have a building permit. The library's building is owned by the School District, and they must obtain a building permit. The lack of a permit is not the fault of the library - the permit agency is backed up on requests at this time. The library has until September 11, 2009 to obtain the permit since that is the date that the completed grant applications must be

submitted to DLD. Committee members did not see any problem recommending approval of the application since the permit request was out of the control of the library.

Discussion. It was determined that if the first five grants were funded at the requested amounts, they would total \$128,869. This would leave a balance of \$312,521 for the Albany project (39.4% of the total project costs). If DLD ends up with more construction monies available, this would allow them to allocate additional funds, up to \$83,938, to the Albany project.

BOARD ACTION REQUIRED

MOTION: B. Hartson moved to recommend that the UHLS Board approve the Construction grant applications at the requested levels for Sand Lake, Stephentown, Brunswick, Guilderland and Altamont, and approve \$312,521 for Albany. L. Lundgren seconded. Unanimous.

Heidi A. Fuge
7/14/09