

**Skaneateles Library Association
Board of Directors' Special Meeting
Tuesday, March 28, 2017**

Present: Scott Elia, President; Andrew Hagen, Treasurer; Danette Davis, Secretary; Mike Cirincione; Paula Conan; GERALYN HUBA; Bob Lotkowitz; Todd Marshall; Laurie Spencer; Nickie Marquis, Library Director.

Attending by Telephone: Peg Whitehouse

President Elia called the meeting to order at 6:02 PM. The purpose of this Special Meeting is to consider the contracts proposed for approval at the March 20, 2017 meeting.

Public Comment: Several members of the general public were present. There were no comments.

Contracts proposed for approval:

1. Holmes King Kallquist Architects: A motion was made by Trustee Huba to approve this contract. The motion was seconded by Trustee Spencer. The motion passed unanimously.
2. VIP Structures: After discussion, it was decided to further review this contract before voting. The preconstruction and construction phases may need to be divided into two contracts.

Trustee Lee arrived at 6:10 and joined the meeting.

3. Pinckney Hugo: This contract is for communications assistance. Trustee Lotkowitz made a motion to approve the contract. The motion was seconded by Trustee Marshall. The motion passed unanimously.
4. Agora Group: This contract amendment extends the work Jessica Millman is doing on the Bookends project. Trustee Whitehouse made a motion to approve the contract. The motion was seconded by Trustee O'Connell. The motion passed unanimously.
5. Harvest FRC, Inc.: This contract is for fundraising feasibility services. Discussion involved clarifying that the amount of the contract is not to exceed \$30,000; that payment is due only for services rendered; the contract also needs to state the specific deliverables more clearly. It was decided to postpone a vote on this contract.

Trustee Marshall noted that the funding for these contracts comes from temporarily restricted funds from a grant, the purpose of which is to conduct feasibility studies. No funds are being used from the Skaneateles Library Association to pay for these contracts.

The meeting was adjourned at 6:25 PM

Respectfully submitted,
Danette Davis, Secretary