

**Tracy Memorial Library Board of Trustees
Meeting Minutes
September 3, 2010**

Present: Bob Bowers, Bruce Parsons, Charlene Baxter, Ki Clough, Shelby Blunt, Dave Harris, Sandra Licks and Kathy Tracy

Absent: Lisa Ensign Wood

Call to Order. Meeting called to order at 4:00 PM.

This meeting was called to follow up on an item from the August 26, 2010 meeting as referenced in this excerpt from those meeting minutes:

Heating System It has been determined that the radiant heating system in the Tomie dePaola room is unrepairable. What was thought to be sand in the system is actually the radiant heating pipes disintegrating. Bruss Construction has been brought in to give an estimate for replacing the system. The proposal came in at \$30,000. Bruce believes we can get this cost down to about \$20,000 if we have volunteers to remove the books, stacks, and carpeting before Bruss starts work. We do have another proposal coming from another company. The Board felt that if we can get the work done for \$20,000, that we can handle that cost. Due to the time constraints of getting this job underway before late Fall, a motion was made to authorize Bruce Parsons to contract for replacement of the radiant heating system in the Tomie dePaola room up to \$20,000. The motion was seconded and approved.

The Building Committee has learned that heat must also be added to the area near Kathy's desk and work area and a general contractor is needed to oversee this project. That will increase the cost over the \$20,000 that was approved. Current estimate is \$26,750. The Richards CD has a \$70,000 balance. The Trustees agree this is an urgent need and the time sensitive nature of the need requires prompt action. The Building Committee is asking the Board to expend up to \$30,000, a higher amount than previously approved.

Bruce described two radiant floor heat systems, one submitted by Bruss using the Quik Track system at the \$26,750 estimate; a second recommended by Granite State Plumbing and Heating using a system called Gyp-Crete, for which we are awaiting an estimate. Both will raise the surface of the floor by either 5/8 or 1 ¼ inch. That will require a ramp to transition from one floor height to another.

The requirement of this height transition is a concern but there is no other way to address this situation.

Kathy estimated that it will cost \$900 to \$1,000 to rent crates to move all contents out of the Tomie dePaola Room for the period the heating system is being installed.

The Board discussed various options for affording this project as well as the possibility of any unforeseen developments once the work starts.

A motion was made, seconded and approved to authorize Bruce and Sandra to determine the best radiant floor heating system of the options discussed and to sign contracts expending an amount up to \$30,000. Funds to pay for this project will come out of the Richards CD. Shelby as Treasurer is authorized to take such actions to execute this transaction.

Meeting adjourned at 4:45 PM.

Minutes recorded by Charlene Baxter