

TRACY MEMORIAL LIBRARY (TML)
FACILITIES COMMITTEE MINUTES
December 7, 2022

The meeting was called to order at 4 PM. Attendance: Crystal Schimpf, Library Director, Eula Kozma, Chair, Gerald Coogan, and Steven Solomon, Trustees.

Approval of Minutes:

MOVED by Eula Kozma to approve the TML Facilities Committee meeting minutes of October 12, 2022 and SECONDED by Steve Solomon. The Motion passed unanimously.

New business

Facilities Update: Crystal updated the Committee on various projects including the near completion of the roof repair. WeatherCheck is available for snow removal from the roof when needed. Projects to be completed: electrical work, exterior timer, emergency doors and HVAC.

Building Inspection Update: Steve will draft a letter of agreement with Rich Burns, the building inspector, describing the work he will complete. Rich and Crystal have been in recent contact and Rich will meet with Steve and Jerry at some point. Discussion on mold remediation.

New Facilities Issues and Concerns: Crystal reviewed the following items:

1. Need for a new generator; the Town may request that TML serve as a service center during an emergency;
2. Floating brick walkway;
3. Minor pooling of water in boiler room;
4. Replace two fire doors in youth services area;
5. Garden irrigation work and
6. Cost effective solution to provide heat in the meeting room stairway.

Refer to Crystal's email on same. Lou Botta, the Town's Emergency Management Director, will meet with the TML Trustees on December 21st

Review and update the MoU with the Garden at Tracy Library.

The meeting adjourned at 5:00 PM.

Next Meeting

The next meeting of the facilities committee will be Wednesday January 4, 2023 at 4 PM.

Respectfully submitted,

Gerald Coogan