

Glen Ridge Public Library
Board of Trustees Meeting Minutes
Special Meeting via Zoom
Wednesday, August 8, 2023

PUBLIC SESSION

President Carol Harpster called the meeting to order at 7:34 pm. She referenced the following statement from the agenda: “Adequate notice of the date and time of this meeting has been given in accordance with the Open Public Meeting Act. Notice has been transmitted to the Glen Ridge Paper and the Glen Ridge Voice and has been posted in the Glen Ridge Municipal Building and the Glen Ridge Public Library. A list of meeting dates for the Glen Ridge Free Public Library Board of Trustees is also on file with the Glen Ridge Borough Clerk.”

Roll Call:

P	Bernice Bonnett	P	Deanna Pagano
P	Geoffrey Darby	P	Tina Payne
P	Carol Harpster	P	Harry Rush
P	David Lefkovits	P	Jeanna Velechko
P	Matthew Murphy	P	Tina Doody

Pledge of Allegiance

New Business:

Resolution in honor of Matthew Murphy

Carol Harpster recognized Matt Murphy for his service on the Board as the Superintendent’s representative from 2016 – 2023. This is Matt’s last meeting; Damein Phoenix will replace him.

Award of LCBA Grant Project Contract

Three bids were received for the library renovations from Northeast (\$223K), GJG (\$243K) and the Wallkill Group (\$293K). The architect, Dan Kopec, reviewed the nuances in the proposals given the wide range in the bids. When line-item costs were reviewed, Northeast had omitted \$85K+ in expenses. The Director and architect recommended GJG Construction & Consultants. Tina Doody reported that the lowest bid does not need to be accepted; a contractor can be designated as “non-responsive” if a bid is incomplete. David Lefkovits provided context from the Borough Board meetings on the lowest *responsible* bid.

GJG has done construction for half a dozen other libraries in the state; they provided three municipal references and came in under budget by \$120K. The budgeted cost was \$363K for construction, \$109K for furnishings and \$25K for architectural fees (\$497K total). GJG advised on focused construction, meaning all materials and fixture acquired

in advance of work commencement to minimize staff and patron disruption. Dan Kopec confirmed that we can await notifying the bidders and not jeopardize planned scheduling with a likely start of October. Dan Kopec will use the American Institute of Architects (AIA) standard contract template with amendments as needed to address LCBA Grant requirements.

A motion to approve the awarding of the LCBA Grant Project Contract to GJG for library renovations (subject to positive reference review) in the amount of \$243K, as per LCBA funds and matching borough funds, was made by Geoffrey Darby and seconded by Carol Harpster. All voted in favor and the motion passed.

Aye	Bernice Bonnett	Aye	David Lefkovits	Aye	Tina Payne
Aye	Geoffrey Darby	Aye	Matthew Murphy	Aye	Harry Rush
Aye	Carol Harpster	Aye	Deanna Pagano	Aye	Jeanna Velechko

Delayed Openings

The Director proposed a delayed opening for staff development on the following dates: August 31, 2023 and October 19, 2023. The August meeting will focus on the upcoming renovations and general development; October will address possible topics such as mental health and difficult patrons. The delayed openings were agreed to without a motion.

Other New Business

None.

A motion to adjourn the meeting was made by Harry Rush and seconded by Matt Murphy at 8:03 pm. All voted Aye and the motion passed.

Aye	Bernice Bonnett	Aye	David Lefkovits	Aye	Tina Payne
Aye	Geoffrey Darby	Aye	Matthew Murphy	Aye	Harry Rush
Aye	Carol Harpster	Aye	Deanna Pagano	Aye	Jeanna Velechko

Minutes respectfully submitted by
Deanna Pagano, Secretary

Next Meeting Date: Wednesday, September 13th, 2023, at 7:30 with location and Executive session to be determined.