

Parsons Memorial Library

Monday, March 11, 2019 • Board of Directors meeting

Agenda

Library Director's report

Secretary's minutes

Treasurer's report

Correspondence

Old Business

- elevator update - see addendum from DZ
- What do we hope PML will be in 5 years, 10 years?
Why we need to update the mission statement and job descriptions.
Work session: Eileen, Dominique & Gus

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New Business

- Marti & Eileen's terms to expire
- Circulation/visitor numbers review

Year	Patrons	Total Programs
2018	5667	2011
2017	5527	1540
2016	7163	2483
2015	7145	2612
2014	5978	1455

> lego club?

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Next Meeting

Monday, April 1, 2019 (no fooling.)

Elevator Update

- 2/4/2019 Feb. board meeting, discussed quotes and "full replacement" options
- 2/6 - 2/10 Email discussions: updated info/costs from Tom, funding ideas from Marti and Cherry, decision to present quotes to selectmen
- 2/19 From selectmen's minutes:
Dominique Zulueta, Chair of the Library Trustees, met with the Board to give an update on the elevator at the library. She reported on options and potential costs. To rebuild the controller board, which may or may not fix the problem would be around \$5,000.00 and a quote to refurbish the elevator completely was \$44,900. These quotes came from Pine State Elevator. A quote to rebuild parts and modernize the unit was \$78,900 which she said was \$30,000 over the Pine State quote. A quote for a new elevator from Pine State is \$65,000.00 which does not include wiring or a sprinkler system but does include the demo of the old elevator. When asked about the funds to cover the costs Ms. Zulueta gave an explanation of the endowment accounts that would cover the costs once they decide which way to go. She was asked about the Company that made the elevator and she said that the Trustees did try. Mr. Palminteri said that he would try to contact the company, Thyssen-Krupp. She did agree to try again as well.
- 2/20 Spoke w/Tony, he has contacted ThyssenKrupp (TK) and asks that PML does not duplicate his efforts. Once he has any information, he'll forward to PML.
- 2/26 From selectmen's minutes:
Mr. Palminteri reported that, as he offered last week, he contacted ThyssenKrupp, an elevator company. He spoke with Patrick Bergeron who he made a tentative appointment with him to look at the library elevator. Mr. Palminteri also reported that he went to the library and took a look at the control room and found documents indicating "Baxco" as the manufacturer of the control panel. He then called Mr. Bergeron back and informed him of this and learned that Baxco made control panels for ThyssenKrupp and others. Mr. Palminteri added that he also contacted Dominique Zulueta, Chairperson of the Trustees and updated her on the conversation and plans to meet at the library.
- 2/27 Jim Allaire and TK representative meet @ PML to assess the elevator
- 2/28 Tony Palminteri called with update: waiting for appointment w/service tech, evaluation and quote to follow. TK will contact Tony, Jim or Joyce Wood.
- 3/9 email from Tony:
On Friday two techs from ThyssenKrupp spent three hours performing tests and diagnosing the elevator. When they send me a report, that hopefully includes a solution and costs, I will forward to you and we can discuss the next step.

I have been informed of the following:

1. People visiting PML to look at the elevator were not addressed/assisted promptly or courteously
2. Elevator access was encumbered with clutter
3. Elevator service/maintenance records are in disarray
4. It was disclosed to the TK rep PML has been quoted \$65,000 for a complete elevator replacement