

South Hero Library

Special Meeting – Board of Trustees

Friday, May 3, 2019

Attending:

Board members: Ken Kowalewitz, Luke Tremble, Elissa Giroux

Library Director: Keagan Calkins

Call to order @ 5:40

Special meeting to review furniture options and quotes, in order for Library Director Keagan Calkins (KC) to move forward with ordering for the new building in a timely fashion.

- Orders will take approximately 8 weeks to deliver after they're placed.
- KC shares printouts with photos of options from W.B. Mason and Office Environments. (Note that some items had also been brought to Library for viewing recently, and some items were seen by some of Board in showroom.)
- W.B. Mason total price is \$42,345 after eliminating item we don't need.
- Office Environments total price is \$39,786 for similar volume of adult and children's furniture (tables and chairs, comfy chairs for reading room, kids' seating accessories).
- Board provides feedback and KC walks through pros, cons and preferences.
- It's generally agreed based on KC's feedback that WB Mason's adult furniture and Office Environments' children's furniture would be the ideal combination.'
- It is decided that before finalizing an order, KC will reach out to both vendors and discuss pricing for just a subset of furniture from their quotes, so that we can order some items from each.

Meeting adjourned at 6:15 PM.

Next meeting of the Library Trustees will be Thursday, May 16 at 5:30 PM.