

NORWIN PUBLIC LIBRARY ASSOCIATION BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 17, 2024 SPECIAL MEETING MINUTES

TRUSTEES IN ATTENDANCE: **Jack Boylan (2026, S), Bill Caruthers (2025, S), Bob Cole (2027), Jim Duffy (2025), John Duncan (2025), Ed Federinko (2025, S), Tracy Hawley (2026), Rosanne Novotnak (2027) via FaceTime.** [Those in attendance in Bold Print; () indicates final year of appointment. S indicates Norwin School Board Appointee]

OTHERS IN ATTENDANCE: Diana Falk

CALL TO ORDER: Determining a quorum present, Vice President Jim Duffy called the meeting to order at 4:33 PM.

DIRECTOR'S REPORT: Diana Falk reported she had received three estimates for the proposed renovations to Norwin Public Library. Two of the estimates were above one million dollars while the third, T Construction, had an estimate of \$508,807.22. Bob Cole expressed concern that all the estimates left questions as to what exactly their estimates would provide. Following a thorough discussion, it was clear there needed to be a meeting to provide the necessary clarity. Tracy Hawley made the following motion: **Schedule an interview with T Construction at the earliest possible date to include David Schaeffer, Project Architect. Bob Cole is to prepare a list of questions to be addressed at this meeting and a copy of the questions are to be provided to all parties in advance of the scheduled meeting.** The motion was seconded by Bill Caruthers and approved by a unanimous voice vote.

Mrs. Falk shared proposed language intended to clarify the NPL's obligation to provide a maximum three percent match for employees' contributions to the NPL sponsored retirement plan. Despite an extended discussion, the Trustees struggled to achieve the clarity they sought. Rosanne Novotnak moved: **To table the decision until more information can be gathered and presented.** The motion was seconded by Bill Caruthers and approved by a unanimous voice vote.

Rosanne Novotnak inquired about the proposal to increase, from \$500.00 to \$1000.00, the incentive for employees to not use the health insurance provided by Norwin Public Library. As there seemed to be consensus to do just that, Bill Caruthers moved: **To increase the incentive to \$1000.00 for employees to opt out of the NPL health insurance program.** The motion was seconded by Bob Cole and approved by a unanimous voice vote.

ADJOURNMENT: There being no further business, on a motion from Jack Boylan and seconded by Bob Cole, the meeting was adjourned at 6:40 PM by unanimous voice vote.

Next Meeting: September 14, 2024 at 4:30 PM

Respectfully submitted,

Jack Boylan, Secretary