

PLAISTOW PUBLIC LIBRARY
Special Meeting of the Board of Trustees
July 21, 2016

The Plaistow Public Library Board of Trustees held a special meeting at the Public Library on Thursday, July 21, 2016, to discuss an E-rate vendor quote for the wi-fi upgrade.

Present: Catherine Willis, Chair
 James Peck, Vice Chair
 Jennifer Kiarsis, Secretary
 Luann Blair
 Michelle Sykes, Alternate

Not Present: Jane Query, Treasurer
 Rosemarie Bayek, Alternate

Others Present: Cab Vinton, Director

Call to Order

Catherine Willis called the meeting of the Board of Trustees to order at 4:00 pm.

Cab Vinton presented quotes he received for consideration from three vendors for the E-rate wi-fi upgrade:

RTM Business Solutions - \$8325
Carousel Industries - \$8358
Axis Business Solutions - \$12105

He explained that all quotes may need to be “tweaked” but that the Library will be responsible for 50% of the cost, if the application for the E-rate wi-fi upgrade is approved. The initial outlay from the Library will be the full amount of the project, and E-rate sends a check directly to the Library for the 50% rebate. The deadline for submitting a quote, along with the specific forms required (Form 470 – RFP; Form 471 – Agreement (copy of the selected Vendor quote), is today.

Jason, our current vendor, was also under consideration but Cab feels that a Vendor with more experience with enterprise sized solutions would be better suited. In addition, although Cab is most impressed with Axis software, the cost at this point is prohibitive, and a more realistic quote needs to be submitted.

Motion was made by Jennifer Kiarsis to submit E-rate forms 470 and 471 with the agreement attached from RTM Business Solutions today, July 21, 2016, which is the deadline for this E-rate term, seconded by Michelle Sykes (for Jane Query, who was not present). Ayes 5; Nays 0; Abstentions 0.

Cab will find out the answers to a few questions that the Trustees asked:

1. Will the refund (50% contribution) be handled like the telephone rebate?
2. When we the Library know that it has been approved for the wi-fi upgrade?
3. When will the Library received the 50% contribution to the wi-fi project?

In addition, better Internet service speed may also be a possibility in the future through E-rate. There are businesses out there that also deal with wholesale band-width purchasing, but the cost is at the moment an unknown factor. This may be something to consider with respect to the upcoming budget.

Discussions regarding CIP, bank issues, and the budget will be addressed next week with the Vice Chair, Treasurer and Director.

Adjournment: 4:35 pm

The next regularly scheduled meeting of the Board of Trustees will be August 9, 2016 at 10:30 am.

Respectfully submitted,

Jennifer Kiarsis, Secretary