

Wood Dale Public Library District
140 School Street, Wood Dale, Illinois 60191
August Special Board Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
August 29, 2016
7:30 p.m.

I. Call to Order

President Dunn called the August 29, 2016 Special Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on August 29, 2016 at 7:31 pm at the Library Programming Center at 140 School Street, Wood Dale, Illinois, 60191.

II. Roll Call:

Present: Dunn, Krebasch, Matuszewski, Sparacio, Norris, Winger, Zaremba

Absent: None.

Others Present: Bergendorf, Eallonardo, Mackey

III. Public Comments: No public comment.

IV. Financial Report

A. Bill List/Cash Disbursements

Trustee Sparacio presented the Bill/List Cash Disbursements to the Board. A motion to approve the Bill List/Cash Disbursements was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

V. New Business

A. Architect Presentation

1. Renovation Design

Architect Michael Mackey gave a lengthy presentation reviewing the renovation schematic design pages of the main library building at 520 North Wood Dale Road with the Board of Library Trustees. The following items were specifically mentioned: the new ADA accessible bathrooms adjacent to the juvenile area; the new library lobby and outside entry which allows 24/7 access to audiovisual material; movable partitions in key areas to provide access to the Youth Services programming area when programs are not in session, the ability to divide the large meeting room into two smaller rooms, and to create a flexible programming space on the library floor; the replacement of ceilings to improve light reflection and to accommodate new electrical, ductwork, and dry sprinkler system.

2. Renovation Cost Estimates

A Wood Dale Public Library Renovation budget sheet breaking down the project costs was distributed to the Board of Library Trustees. Information detailed included the demolition of existing conditions, renovation per square foot for the variety of building material categories; and Project F.F.E. category costs. The total cost of the renovation project presented was \$3,241,553. The Board of Library Trustees discussed the proposed costs and reviewed fund amounts available for the project.

3. Renovation Schedule

Due to the complexity of the project and the existing open-floor plan of the library building, library operations would need to vacate this facility with temporary library operations established off-site. The renovation project is estimated to be between 4 to 6 months. The Board of Library Trustees discussed with Architect Mackey and Dan Eallonardo from Independent Construction Services the timing costs associated with the project. The Board discussed a goal date of December 1 to go out to bid for the project.

4. Potential Service Locations

Architect Mackey reviewed site requirements needed to establish a temporary library site including sufficient access, structural ability to hold the book stacks, and the ability to secure a short term lease. Director Bergendorf discussed potential vacated sites in Wood Dale including the former business sites of Suburban Bank and Trust, Marklund, and HSBC. Director Bergendorf reported she has discussed with the City Manager potential use of the Suburban Bank and Trust facility.

After reviewing all four items addressed during the Architect Presentation, the Board of Library Trustees took the following actions.

A motion to approve the Schematic Renovation Design was made by Trustee Winger and seconded by Trustee Krebasch. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

A motion that renovation cost budget is not to exceed \$3,000,000 was made by President Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

A motion to set a goal of having the renovation project go out to bid on December 1st with a spring construction start was made by Trustee Winger and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

A motion authorizing Director Bergendorf to explore potential locations for off-site library operations during the renovation project was made by Trustee Winger and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

A motion to take a break at 8:47 p.m. was made by President Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

Please Note: Architect Michael Mackey and Dan Eallonardo from Independent Construction Services exited the meeting at 8:47 p.m.

The Board of Library Trustees resumed their meeting at 8:54 p.m. with the following Trustees present: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba.

B. Annual Report

Director Bergendorf reported that Trustee Norris and Trustee Matuszewski completed the audit of Secretary's records and minutes as part of the annual report. She also noted that President Dunn and Trustee Zaremba reviewed and gave approval for the electronic submission of the annual report which was submitted prior to the September 1st deadline. Director Bergendorf reviewed key statistics from the report and the changing service trends at the Library.

VI. Executive Session – No Action.

VII. Adjournment: A motion to adjourn the August 29, 2016 Special Board of Library Trustees meeting at 9:16 pm was made by Trustee Zaremba and seconded by Trustee Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.