

Wood Dale Public Library District
520 North Wood Dale Road, Wood Dale, Illinois 60191
March Regular Board Meeting Minutes
Board of Library Trustees of the Wood Dale Public Library District
March 16, 2020
7:30 p.m.

I. Call to Order

President Norris called the March 16, 2020 Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on March 16, 2020 at 7:30 pm at the Wood Dale Public Library at 520 North Wood Dale Road, Wood Dale, Illinois 60191.

II. Roll Call: Present: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba
Others Present: Bergendorf, Eallonardo, Klos, Schretter, Veatch

III. Continuing Business

A. Building Program

- 1. Building Project Bid Results:** Dan Eallonardo of Independent Construction Services and Elizabeth Veatch of StudioGC presented the bid results to the Board of Library Trustees. There were a number of possible lowest bidders depending on which alternates of the project are selected. If all seven alternates are accepted then the lowest bidder is Construction Solutions, Inc. However, this contractor sent formal notification to withdraw their bid, making Bergen Construction the lowest bidder if all seven alternates are accepted. Dan Eallonardo and StudioGC reported on the project scope meetings with the contractors and after reviewing bid requirements determined that all lowest bidders are considered responsible. The lowest responsible bidder will be determined when the board decides which project alternates are accepted.
- 2. Building Project Budget:** Dan Eallonardo presented the total project budget and reviewed with the Board of Library Trustees the project alternates. Alternate 1 is adding the snow melt system to new sidewalks in the southwest and north areas. Alternate 2 is replacing the existing air handler with integral controls. Alternate 3 is replacing the existing meeting room air handler with integral controls. Alternate 4 is replacing the shingles of the existing portion of the building. Alternate 5 is modifying the site for improved drainage between the new parking area and north entry. Alternate 6 is installing wood paneling to Large Meeting Room walls. Alternate 7 is installing a new wood ceiling in the collection area. Dan Eallonardo explained to the Board that although Alternates 1-5 were always meant to be a part of the project, they were pulled out of the scope of the project as a bid strategy. Alternates 6 and 7 were added later on in project development. Alternate 6 was added to replace the current wood paneling in the Large Meeting Room which will need to be removed due to moving one wall of the room, the extensive patching work that would be required, and the warping of the current wood

panels. Alternate 7 was added as an alternate to cover new exposed conduit that is necessary for the additional light fixtures, the patching, and water leak stains of the existing ceiling of the collection area. The Board discussed with Dan Eallonardo, Elizabeth Veatch and Darren Schretter, of StudioGC, the life expectancy of different building components, the details of installing a new wood ceiling, and the cost implications of delaying certain alternate work. Joanna Klos, Acting Director, later passed out and reviewed the project budget as it relates to library finances. She reported that the combination of the Library's special reserve funds, the funds allocated in general fund for certain costs related to the project, and the 1.5 million debt certificate will sufficiently finance the construction project with all alternates selected.

3. Authorization to Issue a Contract to the Lowest Responsible Bidder:

A motion to accept Bid Alternate 1 was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba; Motion passed.

A motion to accept Bid Alternate 2 was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Zaremba; Nays: Winger. Motion passed.

A motion to accept Bid Alternate 3 was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba; Motion passed.

A motion to accept Bid Alternate 4 was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba; Motion passed.

A motion to accept Bid Alternate 5 was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba; Motion passed.

A motion to accept Bid Alternate 6 was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Matuszewski; Nays: Krebasch, Norris, Sparacio, Winger, Zaremba. Motion failed.

A motion to accept Bid Alternate 7 was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Nays: Sparacio. Motion passed.

With the alternates selected the lowest bidder was Bergen Construction. A motion to approve the award of the construction contract to Bergen Construction based on our architect's and building consultant recommendation, not to exceed \$5,758,000 and to authorize the Board President to sign the contract was made by Trustee Krebasch and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba; Motion passed.

A motion to take a five-minute break at 8:55 pm was made by President Norris and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

Please note: Dan Eallonardo, Darren Schretter, and Elizabeth Veatch exited the meeting at 8:56 p.m.

The meeting reconvened at 9:03 pm with the following Trustees present: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba.

IV. Public Comments/Town Hall: Yvonne Bergendorf thanked the Board of Library Trustees for their support during her leave.

Please note: Yvonne Bergendorf exited the meeting at 9:05 p.m.

V. Executive Session:

- A. 5 ILCS 120/2(c)(1) Personnel:** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- B. 5 ILCS 120/2(c)(21):** Discussion of minutes of meetings lawfully closed under [OMA], whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

A motion to go into Executive Session at 9:06 p.m. citing 5 ILCS 120/2(c)(1) Personnel: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity and 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under [OMA], whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 was made by President Norris and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba; Motion passed.

A motion to exit Executive Session at 9:21 p.m. was made Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

Please note: Yvonne Bergendorf entered the meeting at 9:22 p.m.

The Board and Yvonne Bergendorf discussed the status of her leave.

Please note: Yvonne Bergendorf exited the meeting at 9:51 p.m.

A motion to go back into Executive Session at 9:51 p.m. citing 5 ILCS 120/2/(c)(1) Personnel: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity was made by Trustee Winger and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba; Motion passed.

A motion to exit Executive Session at 10 p.m. was made Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

Please note: Yvonne Bergendorf entered the meeting at 10:01 p.m.

The Board discussed with Yvonne Bergendorf the status of her return to work.

VI. Secretary's Report - Minutes:

- A.** The February 24, 2020 – Regular February Board Meeting of the Library Trustees Minutes were presented to the Board of Library Trustees of the Wood Dale Public Library District for approval. A motion to approve the February 24, 2020 Regular February Board of Library Trustees Meeting Minutes of the Wood Dale Public Library District was made by Trustee Winger and seconded by Trustee Dunn. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

VII. Financial Report

- A. Treasurer's Report - Revenue/Expenses by Fund/Investment Report:** Trustee Krebasch presented the Treasurer's Report. A motion to approve the Treasurer's report was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.
- B. Bill List/Cash Disbursement:** The Board reviewed the Bill List/Cash Disbursement lists. A motion to approve the Bill List/Cash Disbursement lists was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

VIII. Director's Report: Acting Director Klos presented the Director's Report. She discussed the recent library closing due to the coronavirus, citing a new recommendation from the American Library Association for libraries to close during this crisis. She also discussed employee compensation referring to how other area libraries are paying their employees during this emergency closing. A motion to approve the Director's Report was made by Trustee Dunn and seconded by Trustee Sparacio. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

IX. President's Report: President Norris informed the Board that she received a letter from Trustee Winger regarding his temporary out of district residence.

X. Correspondence and Communications: The Board correspondence included a thank you note from Yvonne Bergendorf.

XI. Legal/Ethics Report

A. Legal Memos: No items to report.

B. Ethics Update: Trustee Matuszewski reminded the Board to file their Statements of Economic Interests.

XII. New Business

A. Ratification of the Electricity Supply Agreement with Constellation NewEnergy, Inc.: A motion to approve the electricity contract with Constellation for a 3-year term was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Winger, Zaremba. Motion passed.

XIII. Adjournment

A motion to adjourn the meeting at 10:25 pm was made by Trustee Zaremba and seconded by Trustee Krebasch. Roll Call Vote-Ayes: Dunn, Krebasch, Matuszewski, Norris, Winger, Zaremba; Absent: Sparacio. Motion passed.