

Wood Dale Public Library District
520 North Wood Dale Road, Wood Dale, Illinois 60191
April 26, 2021 Regular Board Meeting Minutes
Board of Library Trustees the Wood Dale Public Library District
April 26, 2021
7:30 p.m.

I. Call to Order

President Norris by called the April 26, 2021 Regular Board Meeting of the Board of Library Trustees of the Wood Dale Public Library District to order on April 26, 2021 at 7:32 pm at the Main Library at 520 North Wood Dale Road, Wood Dale, IL 60191.

Please note: Trustee Krebasch was attending by phone being unable to attend in-person due to illness.

II. Roll Call

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

Absent: None.

Others Present: Bergendorf, Eallonardo, Klos, Mueller, Schretter, Veatch

III. Public Comments: There was no public comment or emails sent to the Trustees for presentation at the board meeting.

IV. Secretary's Report

A. March 15, 2021 – Regular March 15, 2021 Board of Library Trustees Meeting Minutes

A motion to approve the March 15, 2021 Regular Board of Library Trustees Meeting minutes was made by Trustee Matuszewski and seconded by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

V. Financial Reports

A. Treasurer's Report: Revenue/Expenses by Fund/Investment Report

Trustee Krebasch reported on the Treasurer's report. A motion to approve the Treasurer's Report: Revenue/Expenses by Fund/Investment was made by Trustee Dunn and seconded by Trustee Matuszewski. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

B. Bill List/Cash Disbursements

Trustee Krebasch noted next month there will be three payrolls in the bill list. She noted there was the usual standard bills presented. Trustee Sparacio inquired about our dental provider. Director Bergendorf reported the name and that cost is part of our medical

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

VI. Director's Report

Director Bergendorf asked if there were any questions about her report. She reported that WD #7 ECEC sent over a thank you note during National Library Week to the Youth Services Department. She reported circulation is steady. She reported the staff did an amazing job with the Library move. Trustee Zaremba commented there needs to be a date correction in the Director's Report. Director Bergendorf reported we have had positive comments from patrons about the new space. Trustee Norris inquired about the partnership with the City of Wood Dale in cooperation with Arbor Day. Director Bergendorf reported the signs by the trees are on the 140 School Street property. Trustee Szabo also commented on the collaboration and gave more information about the project. A motion to approve the Director's Report was made by President Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

VII. President's Report

President Norris noted she had no report.

VIII. Correspondence and Communications

Director Bergendorf read a thank you letter from a patron about how pleased they were with the variety of adult programs we were able to provide during the pandemic.

IX. Legal/Ethics

A. Legal Memos: Nothing to report.

B. Legislative Update: Nothing to report.

C. Ethics Update: Nothing to report.

X. Report from Independent Construction Services

1. WDPL Status Update Report:

A. Issues Log: Dan Eallonardo reported we have had no issues regarding receiving permits. He stated the log has more items added since the printing at this time. He reported he does not have a report about concealed conditions to give at this time. He noted items, such as film on the glass doors, multiple windowsills is on the board meeting for tonight.

B. Contract and Change Order Log

He reported there are two change orders to present tonight. One is for the installation of windowsills in four areas and the film on the glass doors leading into the programming room. The second change order is for the cost of painting the exterior building. A sample color sheet was passed around for the Trustees to review.

C. Allowance Logs

He reported that the Authorization to Spend Allowance: Authorization Contingency #10 in the amount of \$14,253.00 was for the fence work and the increase in cost was the cost to remove the neighbor's fence and material escalation.

D. Owner's Held Contingency

Nothing reported.

E. Progress Payment Review

We are at sixty-five percent of billed construction contract amount.

F. General Update

Dan Eallonardo reported the schedule is moving well. The punch list items are being worked on or will be during or delayed to near the completion of Phase 2.

Demolition work is being done on Phase 2. Framing and floor cutting is scheduled next week. A surveyor is being hired to re-establish the corner of the property line due to a question regarding the location by a neighbor. We believe the placement is correct but the Library has directed reconfirmation of the position.

2. StudioGC

Elizabeth Veatch from StudioGC reported the schedule was on track to be completed in August and asked if there were any questions. Dan Eallonardo clarified the amount of architect fees remaining. Trustee Zaremba and Trustee Szabo inquire how much painting is part of the contract. Dan Eallonardo answered that the existing part of the building is up for consideration. The current contract only calls for the new wood installed on the building. President Norris asked Elizabeth how she felt the project is going. Elizabeth Veatch reported that Joanna's and Yvonne's involvement was important to the project. She reported she is looking at revising the design of the tile work in the existing bathrooms and will prepare some options. She reported she is satisfied with the contractor's work. The redesign of the Circulation Desk is close to completion.

XI. New Business

A. Certificate of Status of Total Tax Exempt Property

Director Bergendorf reported we have the Certificate of Status of Total Tax Exempt Property forms that need to be completed. A motion authorizing President Norris to sign the Certificate of Total Tax Exempt Property was made by President Norris and seconded by Trustee Szabo. Roll Call Vote- Ayes: Dunn, Krebsch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

B. Authorization to Spend Allowance: Authorization Contingency #10 in the amount of \$14,253.00

A motion to Authorize to Spend Allowance: Authorization Contingency #10 in the amount of \$14,253 was made by President Norris and seconded by Trustee Sparacio. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

C. Resolution #2 2021- Approving Change Order No. 2 – Resolution Approving Change Order No. 2 to Contract with Bergen Construction Corp. for Renovations to the Wood Dale Public Library District.

President Norris recited Resolution #2 2021-Approving Change Order No.2 to Contract with Bergen Construction Corp. for Renovations to the Wood Dale Public Library District and made a motion to approve with a second by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

D. Resolution #3 2021- Approving Change Order No. 3 – Resolution Approving Change Order No. 3 to Contract with Bergen Construction Corp. for Renovations to the Wood Dale Public Library District.

Dan Eallonardo reported the owner held contingency is \$317,980 currently without approving the next resolution. This will not be the last change order coming; however, painting later could result in a higher price in a later change order. He noted the contingency would be used to cover a maintenance item. The Board of Library Trustees discussed the length of time that has passed from the building being painted, matching the older paint color to the new color, and discoloration of the existing building. President Norris recited and made a motion to approve Resolution #3 2021-Approving Change Order No.3 to Contract with Bergen Construction Corp. for Renovations to the Wood Dale Public Library District with a second by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

Please note: Dan Ellonardo, Schretter, Veatch exited the meeting.

E. Ordinance #1 2021 – An Ordinance Transferring Funds to the Special Reserve Fund

President Norris recited and made a motion to approve Ordinance #1 2021- An Ordinance Transferring Funds to the Special Reserve Fund in the amount of \$500,000 with a second by Trustee Dunn. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.

XII. Executive Session

Not applicable.

XIII. Adjournment: A motion to adjourn the April 26, 2021 Regular Board of Library Trustees meeting at 8:24 p.m. was made by Trustee Zaremba and seconded by President Norris. Roll Call Vote- Ayes: Dunn, Krebasch, Matuszewski, Norris, Sparacio, Szabo, Zaremba. Motion passed.