

Regular Board Meeting
Thursday April 16, 2015 6:30PM
MINUTES

A. CALL TO ORDER

The regular meeting of the Board of Library Trustees of the Lincolnwood Public Library District was called to order by President Beard at 6:39PM on April 16, 2015 in the Library's Board Room.

B. ACTING SECRETARY

President Beard appointed Trustee Stavinoga as the Acting Secretary due to the absence of Trustee Fields.

C. ROLL CALL

Trustees Present:	Beard, Berger, Gimbel, Martel, Poulson, Stavinoga
Trustees Absent:	Fields
Staff Present:	Bochenski, Keegan, Lin, Thayer
Visitors Present:	Doug Lim, Derek Ward, Tiffany Nash, Dan Pohrte, Reuben George

D. CONSENT AGENDA

ON A MOTION BY TRUSTEE MARTEL AND SECONDED BY TRUSTEE BERGER, AND WITH ALL TRUSTEES VOTING "YES" WHEN THE ROLL WAS CALLED, THE ITEMS ON THE CONSENT AGENDA WERE APPROVED AS FOLLOWS:

- Approve Minutes of March 11, 2015 Staffing & Personnel Committee Meeting
- Approve Minutes of March 19, 2015 Regular Board Meeting
- Approve Minutes of April 1, 2015 Special Board Meeting
- Approve Financial Report for periods ending 3/31/15
- Approve Disbursements for periods 3/1/15-3/31/15
- Receive Reports of Standing Committees

E. RENOVATION NEXT STEPS

With agreement from all Trustees, this agenda item was moved up to accommodate the schedule of our visitors. Dan Pohrte and Tiffany Nash from Product Architecture + Design presented the schematic design and asked for approval to give to our construction manager Gilbane for pricing.

Mr. Pohrte highlighted several points:

- The design is meant to help with "intuitive wayfinding"
- There will be expanded opportunity for the donor bricks, along with the re-use of the existing (or recreated) bricks
- The renovated parking lot would likely use the same reservoir system as the back lot uses
- The outdoor book drop may be relocated to provide easier access

Trustee Martel suggested some ways to "dress up" the Pratt & Crawford side of the facility, perhaps with skylights in the existing awning, and also asked about the possibility of burying the electrical/cable connections that are currently on a telephone pole next to the garbage enclosure. Newly elected trustee-to-be Reuben George suggested that the outdoor garden be set back from Crawford Ave, to provide more open space between the garden and the street.

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After the presentation was completed, Mr. Pohrte asked for permission to give this version of the schematic plan to Gilbane for pricing, and no trustees had any objections. Mr. Pohrte clarified that the pricing will come back as line items, not as a lump sum. There will be another schematic design presentation at the May 21 board meeting to verify the project cost and scope.

Director Bochenski reported that the Friends are interested in funding part or all of an outdoor sculpture. The location could be in an island in the parking lot, or in an area of the front plaza where the round portion of the building meets the straight wall. The general guidelines the architects provided are: it should be around 8 feet tall, it should be an organic design, non-representational, and made of metal.

The library has a small stash of purple bricks from the Purple Hotel demolition, and the architects will find a creative way to incorporate them in the library renovation as part of our local history.

Trustees Berger, Martel, and Poulosom reported from the Finance & Facilities Committee meeting held immediately prior to the board meeting, and recommended that the library use the "as-agent" model with our construction company. Trustees briefly discussed the two models (at-risk and as-agent) and agreed with the committee recommendation.

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE POULSOM AND WITH ALL TRUSTEES PRESENT VOTING "YES," THE BOARD APPROVED THE AS-AGENT MODEL FOR THE CONSTRUCTION MANAGER CONTRACT WITH GILBANE BUILDING COMPANY.

The board discussed the construction budget goal, and after many calculations and much conversation, agreed to set it at \$3.9M. This cost is the final Master Plan cost of \$5.162M with the following items subtracted: architect fees, construction manager fees, and furniture, fixtures, and equipment.

ON A MOTION BY TRUSTEE STAVINOVA, SECONDED BY TRUSTEE POULSOM AND WITH ALL TRUSTEES PRESENT VOTING "YES" WHEN ROLL WAS CALLED, THE BOARD APPROVED \$3,900,000 AS THE CONSTRUCTION COST TO USE IN THE GILBANE BUILDING COMPANY CONTRACT.

President Beard encouraged all trustees to attend the Community Conversation scheduled for Monday April 20, 2015 at 7:00PM. This event was advertised for two consecutive weeks in the Lincolnwood Review, it was in our newsletter, and we mailed a postcard to every household in Lincolnwood. This will be an opportunity for residents to see the updated schematic drawings and renderings and provide comment and input.

Director Bochenski reported that the kickoff meeting with Product, Gilbane, and library staff is scheduled for May 6 at 10:00AM.

F. PRESIDENT'S REPORT

President Beard distributed a proposal for a board retreat from Library Strategies for trustees to review. Director Bochenski will work with the trustees to schedule the retreat, targeting June. Trustees briefly discussed having the retreat off-site and agreed it would be a good idea.

G. LIBRARY DIRECTOR'S REPORT

Head of Community Relations Deb Keegan and Director Bochenski presented the highlights of their written reports and answered questions.

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Director Bochenski reported that she has been called to participate in arbitration for the December 2013 accident when a vehicle struck the outside of the Grant Room. The insurance company is attempting to recover damages from the driver of the vehicle. The library is working with District 219 and partnering with other feeder libraries (Skokie, Niles, Morton Grove) to implement a plan to get all high school students a public library card as part of their high school registration. This program along with Lincolnwood's current program with District 74 will go a long way to making sure that every child in Lincolnwood holds a library card.

Director Bochenski read a comment from a resident that was left on a survey after a recent Microsoft Excel course, "Excellent to have these classes at library, feel even better about library taxes!"

H. AUDIENCE TO VISITORS

No visitors spoke during this agenda item.

I. REPORT FROM THE FRIENDS OF THE LIBRARY REPRESENTATIVE

The Friends have agreed that they would like to donate funds and assist in the selection of a large sculpture for the outside of the library as part of the renovation. They will convene a sculpture committee with representatives from various community partners, including the library board, to recommend a sculpture to the library board.

J. CORRESPONDENCE AND COMMUNICATIONS

Trustees acknowledged the following communications:

- Memo from Ritzman re: OMA and closed sessions

K. UNFINISHED BUSINESS

Financial Report

No trustees had any further questions or comments regarding the financial report.

L. NEW BUSINESS

a. **Election results; appoint nominating committee**

Trustees acknowledged the results of the April 7, 2015 election, with Beard, Berger, Martel, and George elected for a four year term. Trustees will be seated at the May 21 board meeting.

President Beard appointed a nominating committee to develop a slate of officers for election at the May 21 board meeting. She reminded trustees that nominations can be taken from the floor. The nominating committee consists of trustees Berger, Fields, and Poulson.

b. **Recognition and thanks for service of departing trustee Dany Fields**

President Beard read aloud the resolution recognizing departing trustee Dany Fields' service to the library.

ON A MOTION BY TRUSTEE GIMBEL, SECONDED BY TRUSTEE STAVINOVA AND WITH ALL TRUSTEES PRESENT VOTING "YES," THE BOARD APPROVED RESOLUTION NO. 2014/15-3 RECOGNIZING LIBRARY TRUSTEE DANY FIELDS.

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M. BOARD ACTION CHART

No new items added.

N. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

Su will poll the Finance & Facilities Committee meeting for May to review the draft FY16 budget.

The following meetings were scheduled or confirmed:

- Staffing & Personnel Committee: Wednesday April 22, 2015 6:30PM
- Regular Board Meeting: Thursday May 21, 2015 6:30PM

O. ADJOURNMENT

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE STAVINOVA, AND WITH ALL TRUSTEES PRESENT VOTING "YES," THE MEETING WAS ADJOURNED AT 9:10PM.

/s/

Secretary