

MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF LIBRARY TRUSTEES OF THE
COOK MEMORIAL PUBLIC LIBRARY DISTRICT

May 7, 2019

Call to order: The special meeting of the Cook Memorial Public Library District was held on Tuesday, May 7, 2019 at the Cook Park Library, 413 N. Milwaukee Ave., Libertyville, Illinois. A quorum being present, the meeting was called to order by President Bonnie Quirke at 6:31 p.m. Trustees present at roll call in addition to Ms. Quirke were: Jim Larson, Nate Johnson, and Ann Oakley. Rob Schuler, Wendy Vieth and Phyllis Dobbs were absent.

Staff members present were Library Director David Archer, Business Manager Russ Cerqua, and Administrative Assistant Gabriella Pantle. Brian Gilsinn from Featherstone Construction also attended via teleconference.

Public Comment: None.

Mr. Schuler joined the meeting at 6:34 p.m.

Ms. Vieth joined the meeting at 6:39 p.m. after the presentation of the first change order, but before the roll call vote.

Approval of Change Orders Associated with the Aspen Drive Library Expansion:

Contract 6, Change Order 002: Mr. Johnson made a motion, seconded by Ms. Oakley, to approve Change order 002 with Wheaton Associates in the amount of \$4,150.00 to add cabinets and a refrigerator enclosure in the meeting room. Layouts of the cubbies and the kids sink counter were also revised which changed the model of all drawers, hinges and pulls. Roll call was as follows: Ayes; Mr. Schuler, Mr. Larson, Mr. Johnson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Vieth abstained and Ms. Dobbs was absent. Motion carries.

Contract 17, Change Order 002: Mr. Johnson made a motion, seconded by Ms. Oakley, to approve change order 002 with Insolar Window Treatments with a credit amount of \$8,081.00 to change from automated shade controllers to manual. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Mr. Larson, Mr. Johnson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Dobbs was absent. Motion carries.

Contract 20, Change Order 004: Mr. Schuler made a motion, seconded by Ms. Oakley, to approve change order 004 with National Heat & Power in the amount of \$6,350.00. Original drawings had the roof storm drain piping running to the south through a steel beam. The drawing was changed to move the drain piping to the north so it would no longer run through the steel beam which could jeopardize the integrity of the steel. Trustees were concerned as to why this wasn't discussed during the design stage. Ms. Quirke directed the director to ask the architects how this happened. Roll call was as

follows: Ayes; Mr. Schuler, Ms. Vieth, Mr. Larson, Mr. Johnson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Dobbs was absent. Motion carries.

Contract 20, Change Order 007: Mr. Johnson made a motion, seconded by Ms. Oakley to approve change order 007 with National Heat & Power in the amount of \$11,659.11. Original drawings didn't specify a particular type of drain tile for the basement. In its bid, the selected plumbing contractor specified corrugated drain tile which has since been determined to be inadequate for this project. Both Featherstone and Product Architects agree that schedule 40 perforated PVC drain tiles will need to be used. This change order represents the cost difference between corrugated drain tile and PVC for the area of the basement included in the original drawings and bidding documents. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Mr. Larson, Mr. Johnson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Dobbs was absent. Motion carries.

Contract 20, Change Order 008: Ms. Oakley made a motion, seconded by Mr. Johnson to approve change order 008 with National Heat & Power in the amount of \$17,396.20. Drainage tile on the interior side of the basement foundation was removed from the initial scope of the project based on recommendations by the plumbing engineer and geotechnical company that conducted the soil borings. During excavation for the basement construction, water was observed coming up through the subgrade. After consultation, both Featherstone and Product recommended that this additional interior drain tile be placed back in the scope of the project. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Mr. Larson, Mr. Johnson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Dobbs was absent. Motion carries.

Contract 20, Change Order 009: Ms. Vieth made a motion, seconded by Ms. Oakley, to approve change order 009 with National Heat & Power in the amount of \$2,022.25. Because additional drain tiles referenced in change order 008 will extend under footings, four additional fiberglass extensions will be needed to connect to the basin. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Mr. Larson, Mr. Johnson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Dobbs was absent. Motion carries.

Approval of Resolution 2018-2019/11 Honoring Nathan Johnson: Ms. Quirke made a motion, seconded by Ms. Vieth, to approve Resolution 2018-2019/11 honoring Nathan Johnson for his service as trustee. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Mr. Larson, Ms. Quirke, and Ms. Oakley. Nays; none. Mr. Johnson abstained. Ms. Dobbs was absent. Motion carries.

Approval of Resolution 2018-2019/12 Honoring Rob Schuler: Ms. Quirke made a motion, seconded by Mr. Johnson to approve Resolution 2018-2019/12 honoring Rob Schuler for his service as trustee. Roll call was as follows: Ayes; Ms. Vieth, Mr. Larson, Mr. Johnson, Ms. Quirke, and Ms. Oakley. Nays; none. Mr. Schuler abstained. Ms. Dobbs was absent. Motion carries.

Adjournment: Ms. Oakley made a motion, seconded by Ms. Vieth , to adjourn the meeting. Having no further business, the meeting was adjourned at 7:11 p.m. Roll call was as follows: Ayes; Mr. Schuler, Ms. Vieth, Mr. Larson, Mr. Johnson, Ms. Quirke, and Ms. Oakley. Nays; none. Ms. Dobbs was absent. Motion carries.

Respectfully Submitted

James Larson, Secretary

Bonnie Quirke, President