

Regular Board Meeting
Thursday February 18, 2016 6:30PM
MINUTES

1. 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 6:36PM on February 18, 2016 in the library's Board Room. Due to the absence of Secretary Poulosom, President Beard appointed Trustee Stavinoga to serve as Acting Secretary.

2. ROLL CALL

Trustees Present: Beard, George, Gimbel, Martel, Stavinoga
Trustees Absent: Berger, Poulosom
Staff Present: Bochenski, Sehgal, Skrzypinski
Visitors Present: Wally Hadelor

3. CONSENT AGENDA

Trustee Gimbel moved and Trustee George seconded to **APPROVE ITEMS ON THE CONSENT AGENDA AS PRESENTED:**

- Approve Minutes of January 19, 2016 Special Board Meeting
- Approve Minutes of January 21, 2015 Regular Board Meeting
- Approve Financial Report and Disbursements for period 1/1/16-1/31/16

Ayes: Beard, George, Gimbel, Martel, Stavinoga **Nays:** none **Abstain:** none **Absent:** Berger, Poulosom

4. AUDIENCE TO VISITORS

No visitors spoke.

5. RENOVATION UPDATE

Director Bochenski informed the board that The Private Bank has reported that they would not be able to finance the library's project due to higher-than-anticipated interest rates. This means that the library will need to conduct a public sale for the debt certificates. Trustees reviewed the Preliminary Bond Sale Timetable, and discussed the need to preliminarily finalize the amount to be borrowed at the 3/3 special board meeting. Trustees asked that Director Bochenski work with Ehlers to bring a few options to the board (+/- \$100,000) at the 3/3 meeting to allow for discussion and decisions regarding the project budget and operating fund balances. Key upcoming dates for the public sale are:

- March 3 Special Board Meeting: Review final project budget, approve bids, preliminarily finalize amount to be borrowed.
- March 17 Regular Board Meeting: Board adopts Series 2016A Debt Certificate Ordinance, which includes a "not to exceed" amount and other terms and conditions.
- March 18-April 26: Legal review of documents, rating process, receive and award bids.
- April 27: Planned certificate closing

6. APPROVE CONSTRUCTION BIDS

Wally Hadelor from Gilbane reviewed the current construction project budget, including the bid alternates and the target budget costs. He reported that the re-bids for concrete, steel, general trades,

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roofing, painting, and landscaping went out on time on February 5, and there has been good interest from the trades, and he anticipates that we will see a good turnout in terms of number of bids.

Trustees reviewed the bid recommendation letter and the request to approve and award the ten original bids that are not being re-bid. The initial bids to award are demolition, masonry, casework/millwork, aluminum/glass, carpet, hard tile, fire protection, plumbing, mechanical, and electrical. Wally explained that Gilbane will not be issuing the Notice to Proceed until after the re-bids come in and the board has made final decisions to proceed with the project at the 3/3 special board meeting.

Trustee Martel moved and Trustee Stavinoga seconded to **APPROVE AND AWARD THE BIDS AND ALTERNATES AS PRESENTED IN THE FEBRUARY 18, 2016 RECOMMENDATION LETTER FROM GILBANE.** (The recommendation letter will be appended to these minutes.)

Ayes: Beard, George, Gimbel, Martel, Stavinoga **Nays:** none **Abstain:** none **Absent:** Berger, Poulosom

7. ADJOURN TO CLOSED SESSION

As pursuant to 5 ILCS 120/2 C (21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Trustee Martel moved and Trustee Stavinoga seconded that **THE BOARD ADJOURN TO CLOSED SESSION AT 7:26PM.** Voice vote carried.

8. RECONVENE OPEN SESSION

President Beard reconvened the meeting in open session at 7:31PM. Trustee Martel moved and Trustee George seconded that **THE BOARD APPROVE THE FOLLOWING DETERMINATIONS FOR CLOSED SESSION MINUTES AND RECORDINGS:**

<u>Closed session at</u>	<u>Reason</u>	<u>Recommendation</u>
11/19/09 Regular Board Meeting	Possible land acquisition	Do not release
01/28/10 Regular Board Meeting	Possible land acquisition	Do not release
06/23/11 Regular Board Meeting	Possible land acquisition	Do not release
07/21/11 Regular Board Meeting	Possible land acquisition	Do not release
03/20/14 Regular Board Meeting	Personnel	Do not release
04/02/14 Special Board Meeting	Personnel	Do not release
04/17/14 Regular Board Meeting	Personnel	Do not release
03/11/15 Regular Board Meeting	Personnel	Do not release
05/26/15 Regular Board Meeting	Personnel	Do not release
08/20/15 Regular Board Meeting	Review closed minutes	Approve and release
03/20/14 Staffing & Personnel	Personnel	Destroy recording
03/20/14 Regular Board Meeting	Personnel	Destroy recording
04/02/14 Regular Board Meeting	Personnel	Destroy recording
04/17/14 Regular Board Meeting	Personnel	Destroy recording

Voice vote carried.

9. REPORTS

President Beard presented a recommendation from the July 2015 board retreat regarding a board self-evaluation, and plans to discuss with the board at more length over the coming year. Library Director

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Bochenski, Head of Operations Amy Skrzypinski, and Head of Access Services Vandana Sehgal presented the highlights of their written reports and answered questions.

10. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following meetings were scheduled or confirmed:

- Special Board Meeting: Thursday March 3, 2016 6:30PM (review project budget and accept bids)
- Regular Board Meeting: Thursday March 17, 2016 6:30PM

Trustee George noted that he will not be able to attend the 3/17 meeting.

Trustees discussed the need for a committee meeting to discuss the planned transition from the current donor wall tiles to outdoor bricks in the front plaza. Trustees requested that Director Bochenski conduct a poll or survey of current donor tile holders regarding the planned transition and have that information available to Trustees before a final decision is made.

11. ADJOURNMENT

Trustee Martel moved and Trustee George seconded that **THE MEETING BE ADJOURNED AT 7:39PM.**

Voice vote carried.


Secretary