

**Algonquin Area Public Library District
2600 Harnish Drive, Algonquin, Illinois
Board of Trustees Facilities Committee
November 6, 2023
Minutes**

The Board of Trustees of the Algonquin Area Public Library District Facilities Committee convened at 6:00 pm on Tuesday, November 6, 2023 at the main library at 2600 Harnish Drive, Algonquin, Illinois.

An agenda was posted at least 48 hours prior to the meeting.

Call to Order

The meeting was called to order at 6:02 pm by Committee Chairperson James Johnson.

Roll Call

Committee Members present: President Taylor, Chair Trustee Johnson

Committee Members absent: Secretary Sharkey, Trustee Becker

Trustees present: Vice President Sanchez, Treasurer Pelke (6:33pm)

Staff present: Executive Director Murray, Assistant Director-Public Services Parmele, Assistant Director-Operations Husak

Audience to Visitors

There were no visitors

Approval of the September 19, 2023 Facilities Committee Meeting Minutes

Minutes were not approved, the committee did not have a quorum.

Updates on Eastgate Branch Library Renovation Project

Executive Director Murray shared slides and printed materials for review. Executive Director Murray updated the committee on the Architect meeting on August 12, 2023

Bid Day and Results

Executive Director Murray provided a recap of bid day, Thursday November 2, 2023. Documents were shared with the trustees and online. The first section of the 50% CD Budget document shares the information previously provided by Shales McNutt in the first column, the second column are the base bids, and the third column is the difference between the two. The bids came in about \$400,000 under the estimates.

Part two of the document was adjusted where applicable to reflect the appropriate percentages. The moving costs were adjusted to accommodate for staff involvement in the process. The movers may be needed to set up shelving and move shelving between floors. Past experience has shown staff involvement in the process is beneficial.

Part three numbers remained constant. The furniture bid is just a base bid, alternates and recycling of current furniture will be considered during the process.

Selection of Alternates

Committee Chair Johnson asked when decisions would need to be made to choose the alternates. After discussion this evening Executive Director Murray is hoping to choose a wish list to bring to the full board. Executive Director Murray discussed the wish list items in order of preference.

Wish list 1 (dark green)

- 3 sink to multi-purpose room
- 14 New slider entry doors
- 13 Demolish existing mechanical enclosure; staff entry
- 11 Existing angled storefront window to be demolished and replaced
- 6 Main floor lighting replacement (most costly)
- 4 Glass wall at multi-purpose room to Nannawall
- 2 Furr out CMU walls as indicated
- 5 Fire glass window at lower level stair

Wish list 2 (light green)

- 8 add tile to all walls in restroom 004, 005, 104 and 105
- 1 Replace carpet and base at the main floor
- 10 Larger exterior window openings
- 9 Cladding at lower level patio
- 7 Add felt hexagons to youth area

Alternate 12 was left off the lists, for a couple of reasons including, safety, noise, fingerprints and size of the lobby with new doors.

After discussion of alternates, Committee Chair Johnson selected Wish list 1.

President Taylor asked 2 questions: Is there a financial benefit to completing all windows at the same time? And are the hexagons functional or decorative? Executive Director Murray explained each alternate was bid has its cost, so no it does not. And the Hexagons are decorative.

Treasurer Pelke joined the discussion and was brought up to speed by Executive Director Murray. President Taylor is fine with Wish List 1, but would prefer to complete all the windows at the same time. Treasurer Pelke asked if there were renderings with the windows. The boards are in the lobby at the main library. Treasurer Pelke asked what the beginning construction date was. The current estimated start date is in March of 2024 to complete in November. The next step is for the construction manager to prepare letters of intent and bring them to the board to sign at the next meeting November 15th, 2023.

Replacement of Hot Water Heater

Executive Director Murray discussed the current status of hot water heaters at both locations. The hot water heater at the Main library went out over 2 weeks ago and was replaced on November 6, 2023. Funds were used through maintenance fees. The Eastgate's hot water heater broke a few days later and will be replaced soon. The current bids for the renovation include a hot water heater, so discussions are ongoing with the construction manager and the potential plumber. Treasurer Pelke inquired about the ages of the hot water heaters. No exact date was provided, but the estimate was 20 years.

Executive Director Murray discussed the method for paying bills for the renovation. The companies will invoice Shales and then, Shales will invoice the library.

Updates on Project Funding

Executive Director Murray updated the trustees on funding.

- State award DCEO currently reviewing the requirements
- Federal award – no update
- ComEd Rebate for Geothermal – no update

Adjournment

Chairperson Johnson adjourned the meeting at 6:55pm by declaration

ATTEST:

Chair

Date