

Algonquin Area Public Library District
2600 Harnish Drive, Algonquin, Illinois
Facilities Committee Meeting
May 13, 2024
Minutes

The Board of Trustees of the Algonquin Area Public Library District Facilities Committee convened at 6:00 pm on Monday May 13, 2024 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 6:04 pm by Committee Chairperson James Johnson.

Roll Call

Committee Members present: President Taylor, Secretary Sharkey, and Chair Trustee Johnson

Committee Member(s) absent: Trustee Becker

Trustees present: Vice President Medrano-Sanchez

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

Audience to Visitors

There were no visitors.

Approval of the April 15, 2024 Facilities Committee Meeting Minutes

With no questions or comments, Chairperson Johnson moved to approve the minutes with a second by President Taylor. The motion carried with a unanimous voice vote.

Updates on Eastgate Branch Library Renovation Project

Executive Director Murray updated the trustees on the progress of the project. A slideshow of photos taken after April 15, 2024 was shared to accompany the explanation. The slide show will be located into the Facilities Committee folder.

● **Project Updates and Progress**

- Executive Director Murray visits the site nearly every day to monitor the progress, check in with our construction manager, and leave a written update for the Eastgate Branch staff so they know what to expect each day and for the week.
- The chiller enclosure was demolished.
- A portion of the lower level exterior wall was demolished and supports were added. The opening is currently used for the beginning in equipment and supplies and removing old materials and construction debris.
- The old elevator was removed along with most of the elevator shaft walls on the lower level.
- The new elevator shaft area was excavated, relocating old gravel to fill the location of the existing elevator pit. The new elevator pit and shaft is expected to be constructed in the coming week.
- The tile was demolished on the stairs leading to the lower level. A 2" mortar bed (crumbly concrete/gravel) was discovered under the lobby and restroom tile on the lower level. New concrete will need to be poured in those areas to bring the floors level.
- The restrooms were demolished. A few cracked pipes were discovered. Most were slated to be replaced, and a couple will be covered with change orders.

- New drawings are needed to accommodate the change from exposed CMU (concrete block) walls to tiled walls. A change order will be forthcoming.
- **Change Orders**
Executive Director Murray explained the difference between change orders and tickets. Tickets are used for time and materials, and are typically used for smaller on-site changes. These costs will later be charged through change orders. Standard change orders are typically for larger changes, present a fixed cost for additional work, and must be formally approved before the work can begin. Jim, our onsite construction manager, works to balance these two choices and is doing very well so far.
 - A change order will be brought to the board soon to tile all walls in the upper and lower level bathrooms. The CMU wall was scheduled to be painted, but due to the condition of the walls (holes from old fixtures, unfinished CMU, etc.), drywall and tile will be used to finish the walls. This was an alternate that was presented at bid. At that time, we declined to select the alternate, opting instead to see how the project moved along before making the final decision.
 - 9 change orders have been issued and signed to date. None of these change orders exceeds the \$25,000 limit, so Executive Director Murray has reviewed and approved them all.
- **Geothermal Planning**
 - The required deed restriction for McHenry County has been completed and filed.
 - We requested a variance of setback distance between our parking lot drywells and the closed loop geothermal well system. The County's response is pending.
 - Documentation is being prepared to submit to Tri-Merit, the company that will assist us with submitting for the rebate.
- **Funding Update**
 - Forms for the State grant funding have been submitted.
 - The Illinois State Historic Preservation Office has requested additional documentation about the scope of the renovation project.
 - The Federal grant funding links have been received.

Vice President Medrano-Sanchez requested an update when variance information is available. Executive Director Murray explained that information will be shared when it is received.

Adjournment

Chairperson Johnson adjourned the meeting at 6:47pm on by declaration.

ATTEST:

Chair

Date