

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES OF THE LEMONT PUBLIC LIBRARY DISTRICT
COOK AND DUPAGE COUNTIES, ILLINOIS
HELD AT THE LIBRARY DISTRICT MEETING ROOM
50 EAST WEND STREET, LEMONT, ILLINOIS**

vi

January 13, 2015

I. Call to Order

President Vytenis Kirvelaitis called the meeting to order at 7:02 p.m.

II. Pledge of Allegiance

III. Roll Call

The following trustees answered present: Thomas Burton, Jr., Patricia Camalliere, Daniel Geoghegan, Christine Hogan, Vytenis Kirvelaitis, Catherine Sanders and Michaeline Skibinski. Library Director Sandra Pointon and Library Counsel Eric Hanson of Mahoney, Silverman & Cross, LLC also attended.

IV. Approval of Minutes

A motion was made by Trustee Hogan and seconded by Trustee Camalliere to approve the minutes of the regular public meeting of December 11, 2014. Voice vote: all ayes, no nays. Motion passed.

V. Treasurer's Report

Treasurer Geoghegan reported that the Library had received an additional \$8,769.04 in property tax distributions from the fall 2014 collection. Trustee Skibinski made a motion, seconded by Trustee Hogan, to approve the treasurer's report as submitted:

Illinois Public Treasurer's Investment Pool	
Illinois Funds Money Market e-Pay	\$ 1,274.36
Illinois Funds Money Market (IFMM)	9,850.57
MB Financial Bank	
Money Market Account	150,262.16
Marquette Bank	
Imprest Fund	664.79
Money Market Account	249,911.88
Suburban Bank and Trust	
Expense Account	1,519.79
Money Market Account	11,064.12
Operating Account	207,016.62

A roll call was taken: Trustees Burton, Camalliere, Geoghegan, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Motion passed.

VI. Approval of Bills

There was a motion made by Trustee Camalliere, seconded by Trustee Hogan, to approve payment of bills in the amount of \$34,118.40. A roll call was taken: Trustees Burton, Camalliere, Geoghegan, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Motion passed.

VII. Public Participation

There were no comments from the public.

VIII. Reports

A. President

No report.

B. Library Director

Four candidates filed nominating petitions for the four trustee positions to be elected during the April 7, 2015 Consolidated General Election. The Director referred to her written report for further information about the previous month.

C. Attorney

No report.

D. Committees

1. Finance

No report.

2. Building and Grounds

Three construction management services submitted Qualification Statements for the renovation project: Frederick Quinn Corporation, Shales McNutt Construction and W.B. Olsen, Inc. Each firm presented excellent references and was qualified by architects Joseph Huberty, Partner, and Shaun Kelly, Senior Associate, Engberg Anderson, Inc. The full Board (except for the President) conducted Interviews on January 7, 2015.

3. Policy and Personnel

4. Planning and Goals

5. Technology

No reports.

IX. Old Business

A. Renovation Project

Interior designer Sarah Ponto would attend the Library's January 28th meeting with Engberg Anderson, Inc. The design plan would be ready for Board review in late February.

On January 14th at 11:00 a.m., the Director and President would participate in the bond rating agency call with Moody's Investors Service. They hoped to receive the Library's credit rating by January 26th and have the funds available by the next regular Board meeting. President Kirvelaitis would seek advice from Library Counsel Hanson in determining where to deposit the funds.

X. New Business

A. Consideration of Ordinance 2014/2015-05, providing for the issuance of not to exceed \$2,800,000 General Obligation Bonds of the District, approved by District voters at the general election held on November 4, 2014, and for the levy of taxes to pay such bonds

Trustee Skibinski presented and Trustee Hogan, as Board Secretary, read a summary of Ordinance 2014/2015-05, which provided for the issuance of not to exceed \$2,800,000 General Obligation Library Bonds, Series 2015, of the Lemont Public Library District, Cook and DuPage Counties, Illinois, for the purpose of repairing, remodeling and improving, furnishing necessary equipment and acquiring electronic data storage and retrieval facilities for, building an addition to and improving the site of the existing library building, and for the levy and collection of a direct annual tax sufficient for the payment of the principal of and interest on said bonds. Trustee Skibinski made a motion, which was seconded by Trustee Burton, to adopt the

ordinance as submitted. A roll call was taken: Trustees Burton, Camalliere, Geoghegan, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Motion passed.

B. Review of Construction Management Presentations

Trustee Camalliere asked why the Library had to choose a construction manager without discussing the cost for services. The President and Mr. Hanson explained that, in this case, Illinois legislature mandated hiring by qualifications only. An RFQ (Request for Qualifications) did not initiate a bid process. Only after the most highly qualified candidate was chosen can a dialog on the contract be opened. If the price negotiations were to reach an impasse, then the Library could approach its second-choice firm. There was no reason to doubt that an agreement could be reached with any of the three firms: each had received copies of the construction estimates and were aware of the amount budgeted for construction management services before submitting their proposals.

C. Selection of Construction Management Services for Renovation Project

There was a motion made by Trustee Burton and seconded by Trustee Hogan to approve Frederick Quinn Corporation as Construction Management Adviser or Owner’s Representative, subject to the negotiation of the fee. A roll call was taken: Trustees Burton, Camalliere, Geoghegan, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Motion passed. Legal Counsel Hanson advised the Library to act as its own general contractor. The Construction Manager/Adviser would assist by soliciting and reviewing six or more quotes per subcontractor, but the Library itself should hold the contracts with each subcontractor. Attorney Hanson would work toward reaching a cost agreement with Frederick Quinn on behalf of the Library.

D. Certificate of Commendation for Frances Lebensorger

Frances (Fran) Lebensorger would be retiring after twenty-one years of dedicated service to the Library. A Resolution of Commendation was read into the record by Circulation/Technical Services Manager Jackie Lakatos. As Chairman of the Policy and Personnel Committee, Trustee Camalliere made a motion, seconded by Trustee Hogan, to adopt the resolution. A roll call was taken: Trustees Burton, Camalliere, Geoghegan, Hogan, Kirvelaitis, Sanders and Skibinski—ayes, no nays. Motion passed. A framed certificate would be presented to Ms. Lebensorger at the February Board meeting, followed by a celebration on February 13th, during Staff Development Day.

XI. Communications / Correspondence

- A. ILA (Illinois Library Association) was holding a Trustee Forum Workshop on February 14th.
- B. The ALA (American Library Association) Mid-Winter Conference was taking place at McCormick Place from January 30th through February 2nd.

XII. Executive Session

There was no need to move into executive session.

XIII. Adjournment

A motion was made by Trustee Skibinski and seconded by Trustee Burton to adjourn the meeting at 8:06 p.m. Voice vote: all ayes, no nays. Motion passed. Meeting adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis