

GREEN HILLS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
November 15, 2021
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on November 15, 2021.

CALL TO ORDER AND ROLL CALL

President Angelos called the meeting to order at 6:00 p.m. Present were N. Angelos, I. Chafee, S. Culen, K. Groark, T. Hanes, and S. Stratakos.

A. Mohammad arrived at 6:20 p.m.

Also present were Jane Jenkins, Library Director; Sara Horn, Deputy Director; Kristen Human, Head of Adult Services; Natalie Djordjevic, Head of Youth Services; Jason Young, Head of IT/Facilities; and Amanda Farinella, Business Associate.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

President Angelos welcomed Craig Meadows from Studio GC. President Angelos also welcomed Roberta Richter, the new Head of Business Services.

APPROVAL OF MINUTES

T. Hanes moved, and it was seconded, that the Board of Trustees approve the minutes of the Regular Meeting of October 18, 2021. Upon a voice vote, all Trustees present voted "aye." Motion carried.

OPERATING FUND TREASURER'S REPORT AND WARRANT

S. Stratakos moved, and it was seconded, that the Operating Fund Treasurer's Report for the month ending October 31, 2021 be received and filed for audit, and that Operating Fund Warrant #5 for the month of November 2021 in the amount of \$229,804.84 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

PRESIDENT'S REPORT

(None)

PUBLIC COMMENT

(None)

DIRECTOR'S REPORT

- Director Jenkins presented her monthly report. A hard copy was given to each Board Trustee.
- Director Jenkins mentioned the Legislature Meeting we had earlier in the month. There was a good discussion, and a few board members were in attendance as well.
- Director Jenkins welcomed Roberta to the Green Hills staff.

- Director Jenkins discussed the bid application and informed the Board that Craig Meadows from StudioGC would answer any questions they may have.
- Director Jenkins said Treasurer Stratakos would like to have a Finance Committee meeting in January to discuss salaries and insurances. K. Groak will provide the Director with dates.

NEW BUSINESS:

- C. Meadows reviewed the bid documents and gave his recommendation of accepting Construction Inc., as the lowest responsible bidder to include staff remodel with the addition. C. Meadows informed the Board that there were 14 bidders of record with 11 bids being submitted. C. Meadows recommended the Board accept the bid from Construction Inc, for the base bid and the addition based on the number falling significantly below the original estimate, and the likelihood of doing the addition at a later time would be at a higher cost than doing all the work at the same time. There will be minimal disruption to staff and patrons as both the interior and exterior work will be carried out simultaneously.

S. Stratakos stated he was on the fence between the base bid and the alternate bid, but that he was pleased with the bid amounts that came in. S. Stratakos stated that if the Board approves the building addition, this brings the Library to the end of an era of large projects, and the next era would be focusing on maintenance of the building.

T. Hanes stated he was in favor of the remodel without the building addition.

K. Groak asked how many offices the addition would bring, and what the size of the offices would be. C. Meadows stated there would be two new offices, plus a larger office for the Business Associates. C. Meadows also advised the Board that all offices would be ADA compliant. The addition is roughly 700 square feet. C. Meadows reiterated that the building addition provides the Library with a more flexible working space.

I Chafee asked about the cost of doing the building addition at another time later on. C. Meadows stated that it would be more expensive in the future.

N. Angelos stated that a better workspace can produce better quality work. S. Stratakos stated that the work environment matters.

The Board discussed the total cost, and C. Meadows informed the Board that the base bid had over \$100,000 in contingency funds built in.

ACTION ITEMS:

#21-11-56 Approve Adding Roberta Richter to the Marquette Bank Credit Card Account. I. Chafee moved, and it was seconded. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#21-11-57 Award of Contract to the Lowest Responsible Bidder for the Staff Remodel Project with Building Addition at a Cost Not to Exceed \$823,000.00. S. Stratakos moved, and it was seconded. Upon a roll call vote, N. Angelos, I. Chafee, S. Culen, K. Groark, and S. Stratakos voted "aye." T. Hanes and A. Mohammad voted "nay." Motion carried.

#21-11-58 Award of Contract to the Lowest Responsible Bidder for the Staff Remodel Project Without Building Addition at a Cost Not to Exceed \$529,000.00. Action Item was dismissed with the approval of the previous Action Item.

#21-11-59 Approve Illinois Libraries Present: Intergovernmental Agreement for Joint Purchasing of Library Programming, Events and Services. S. Culen moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

#21-11-60 Approve Early Closure of the Library on Friday, March 11 at 5pm. A. Mohammad moved, and it was seconded. Upon a voice vote, all Trustees present voted "aye." Motion carried.

CORRESPONDENCE/ARTICLES/MEETINGS/EVENTS AND NEWS

(None)

ADJOURNMENT

There being no further business before the Board, President Angelos adjourned the Regular Meeting at 6:39 p.m. Upon a voice vote all trustees voted "aye." Motion carried.

Prepared and submitted by,



Amanda Farinella, Recording Secretary