

Lansing Public Library
Board of Trustees
Special Board Meeting
May 11, 2011
Minutes

Tom Nowak called the meeting to order at 6:45 p.m.

Present: Carrie Appold, Kelly Campos, Tim Glinski, Mary Kern, Judy Koch, Tom Nowak

Absent: Cecilia Gonzalez

Also Present: Debbie Albrecht, Director
Joan Ridder, Adm. Asst.

Visitors: Michael Bergin, CMM Group, Norman Eallonardo, ICS, Daniel Eallonardo, ICS

Tom Nowak invited Norm Eallonardo to speak to the Board about the bids submitted for the Building Project. Norm Eallonardo distributed a Bid Summary Sheet to the board members which outlined the eight trade contracts and included five alternatives to the basic bid for the Board to consider.

After Norm and Daniel Eallonardo explained the available alternates, the Board decided that neither Alternate 2 (Ballasted Roof) and Alternate 4 (Panel Extension on northwest side of building) would be considered. Norm Eallonardo relayed that the cost of the project, with the addition of Alternate 1 (East Windows) and Alternate 5 (North Canopy), per the Board's request, will be \$1,773,157.00. After Norm Eallonardo's presentation, Tom Nowak informed the visitors that motions would be made later in the meeting to accept the base bid with the specified alternates and give authorization to ICS to proceed with the construction project.

Approval of Minutes: Mary Kern moved and Carrie Appold seconded to approve the minutes of the April 19, 2011 Regular Board Meeting. All present voted aye. Motion carried.

Financial Report: As of 4/29/11, there was \$1,800,385.84 in the library bank account.

Approval of Bills: Judy Koch moved and Carrie Appold seconded to approve the Additional April, 2011 bills in the amount of \$25,344.92 and the May bills in the amount of \$71,257.74. All present voted aye on a roll call vote. Motion carried.

The Board accepted the Director and Department Head monthly reports.

Friends of the Library: Debbie informed the Board that she is grateful to Friends for continuing to support the Winter Concert Series. They have even added to their budget for next year's concerts. She informed the Board of their June 27 Fundraiser at Baker's Square from 5 to 8 p.m. and the October 10 Fundraiser at Beggar's Pizza.

Approve Independent Construction to Proceed in the Construction Project:

Carrie Appold moved and Judy Koch seconded to authorize Independent Construction to advise the trade contractors that the Lansing Public Library wishes to proceed with the Building Renovation Project. All present voted aye on a roll call vote. Motion carried.

Approve Independent Construction to Proceed with the Preparation of Trade Contracts for the Project, and Authorize Debbie Albrecht to Sign:

Mary Kern moved and Carrie Appold seconded to authorize Independent Construction to proceed with the preparation of eight separate trade contracts. All present voted aye on a roll call vote. Motion carried.

Approve Debbie Albrecht to Sign Independent Construction Manager as Advisor:

Judy Koch moved and Mary Kern seconded to authorize Debbie Albrecht to sign a Construction Manager Contract with Independent Construction Services, Inc. by June 1, 2011. All present voted aye on a roll call vote. Motion carried.

Approve Debbie Albrecht to Sign Eight Trade Contracts on Behalf of the Lansing Public Library:

Judy Koch moved and Kelly Campos seconded to approve the Library Renovation Project at a total cost of \$1,773,157.00 for the base bid price, including Alternate 1 and Alternate 5, and approximately \$7,000 for front doors. In addition, Debbie Albrecht is authorized to sign the eight trade contracts for this project by June 1, 2011. All present voted aye on a roll call vote. Motion carried.

Set Fee for Non-Resident Cards for FY11/12:

Tom Nowak moved and Mary Kern seconded to approve the Fee for Non-Resident Cards at \$164 for FY11/12. All present voted aye on a roll call vote. Motion carried.

Second Reading of Amended Computer/Internet Policy:

Judy moved and Tim Glinski seconded to approve the Amended Computer Policy. All present voted aye on a roll call vote. Motion carried.

Tom Nowak declared the May 11, 2011 Special Board Meeting adjourned at 7:45 P.M.

Submitted by
Joan Ridder, Adm. Asst