

River Forest Public Library
Special Board Meeting
MINUTES
Thursday, June 1st, 2023, at 6:00pm

Call to Order: President Ruggeri called the meeting to order at 6:32pm.

Present: Trustees Cathy Ruggeri, Deborah Hill, Jim Hopkinson, Elan Long, Ann Berens, Scott Delano. Also present were Director Emily Compton and Operations Manager Shannon Duffy.

Visitors: Scott Morlock from Williams Architects attended part of the meeting via phone.

New Business - none

Old Business

- a. Air handler relocation and mechanical room renovation project
 - i. Proposals to relocate chiller valves
 - ii. Proposals to update and relocate boiler panel
 - iii. Change order to relocate pipes above air handler ductwork
 - iv. Ceiling renderings from Williams Architects
 - v. Recommended further action

The Board reviewed change order proposal no. 7 from Construction Solutions of Illinois (“CSIL”) with Mr. Morlock. The Board asked Mr. Morlock for clarification of several items, including the necessity of adding a duct liner. Mr. Morlock stated that, although the liner is not essential and was not provided for in the original drawings, it will help muffle sound coming from the ducts. IMEG added the liner in response to the Library’s concern about noise.

Trustee Delano discussed the revised bulkhead detail with Mr. Morlock, including the drywall around the pipes in the NW corner of the room and the one-soffit ceiling option in the change order. Williams needs to provide prices for all ceiling options, but the Board stressed that the ductwork needs to happen first. Mr. Morlock will check to see if the change order can be split up so the Board can first consider the items needed to get the air handler running while it waits for the cost and design information it needs to consider the ceiling options. Field Order #03 only provides for the one-soffit solution. The most expensive option will be the two-soffit ceiling.

Trustee Hill stated that the Board is unhappy with the length of time this project has been going on. She stressed to Mr. Morlock that Williams is the Library's voice in this project and asked that it make the Library's concerns clearly known to CSIL.

Mr. Morlock did not know what the work in the change order described as "Remove/Reinstall VAV and Diffuser branch duct" referred to. He will follow up with IMEG. He also will follow up on the timing of the installation of the corrected ductwork.

Mr. Morlock did not have an update on where CSIL is regarding the height adjustment of the outdoor enclosure wall.

The Board reminded Mr. Morlock that it has not yet received a change order for the boiler panel.

Mr. Morlock will try to get answers to the Board's questions by Monday, June 5th.

The call with Mr. Morlock ended with Director Compton asking for Williams to help prioritize those outstanding issues that will get the air handler system running as soon as possible.

The Board then discussed how to move forward with the project with the goal of getting the air handler operational as soon as possible. The pipes need to be moved before the correct ductwork can be installed so approving the cost for that work is a priority.

Trustee Long moved to approve \$13,207 for the pipe work contingent on Williams approving the change order and Williams confirming that all of the pipes that need to be raised will be covered in that cost. The motion was seconded by Trustee Hopkinson and passed on a roll call vote.

Roll Call Vote

Yes: Ruggeri, Hopkinson, Berens, Delano, Hill, Long.

The Board discussed the impact of the project delays on Library operations. Since the project is taking longer than anticipated to complete, the Library is currently without air conditioning resulting in uncomfortable temperatures on some days.

The Board discussed authorizing Director Compton to obtain temporary cooling units for the building, particularly the east side of the second floor of the building.

Trustee Long moved to approve \$10,000 to provide temporary air conditioning until the air handler is operational. Trustee Hill seconded the motion which was approved on a roll call vote.

Roll Call Vote

Yes: Delano, Hill, Hopkinson Ruggeri, Long

No: Berens

Adjournment: The meeting adjourned at 7:22pm following a motion by Trustee Long, seconded by Trustee Berens.

Respectfully submitted,
Elan Long, Secretary