

**River Forest Public Library
Special Board Meeting
MINUTES**

Friday, August 4th, 2023 – scheduled immediately following the Facilities Committee Meeting at 2:00 pm

Call to Order: At 2:56 pm, President Ruggeri called the Special Meeting of the River Forest Public Library Board of Trustees to order. The roll was taken:

- Trustees Present: Cathy Ruggeri, Ann Berens, Elan Long, Deborah Hill, Scott Delano, Kosha Carstens. Jim Hopkinson called into the meeting.

- Also Present: Shannon Gruber (Adult & Teen Services Manager)

Trustee Berens moved to allow Trustee Hopkinson to vote by electronic means. Trustee Delano seconded the motion. The motion passed on a voice vote.

Visitors and Guests: None

New Business: None

Old Business

a. Air handler relocation and mechanical room renovation project

i. Construction Update

Trustee Ruggeri updated the Board on the work that has recently been completed on the air handler project. The target date for the air handler to be turned on is the week of August 21.

ii. Lighting options

Trustee Ruggeri moved to proceed with the lighting options as currently specified in the contract. Trustee Hill seconded. The motion passed on a voice vote.

The Board would like Emily to confirm that the lights provided for in the current plans can be dimmed even if the lighting controls currently specified don't have a dimming option.

iii. Outlet Options (\$225 per)

Trustee Berens moved to go forward with a total of 5 outlets in the room as the plans currently provide but to move the south wall outlet to the west wall. Trustee Hill seconded. The motion passed on a voice vote.

iv. Change Order Proposal No. 5 - additional mechanical demolition

The Library did not sign nor verbally agree to a change order for \$543 to remove and cap off a unit heater. The Library will not take any further action on this change order until Williams Architects raises it and justifies this additional cost.

v. Change Order No. 5 - provide 3-way valve

Trustee Hill moved to approve Change Order No. 5 in the amount of \$5,245.17 for the cost of the 3-way valve, conditioned on first receiving a check from IMEG or Williams Architects in that amount. Trustee Delano seconded. The motion passed on a roll call vote

Roll Call Vote:

Ayes: Ruggeri, Hopkinson, Berens, Delano, Hill, Long, Carstens

vi. Axis Air budget increase (\$2,750)

Trustee Long moved to provide \$2,750 for air conditioning unit rental for the rest of August and the first two weeks of September. Trustee Hill seconded. The motion passed on a roll call vote.

Roll Call Vote:

Ayes: Ruggeri, Hopkinson, Delano, Hill, Long, Carstens

Nays: Berens

vii. Open Issues

None.

Adjournment

The meeting was adjourned at 3:10 pm following a motion by Trustee Berens, seconded by Trustee Carstens.

Respectfully submitted,

Elan Long, Secretary