

HILLSIDE PUBLIC LIBRARY
405 N. HILLSIDE AVENUE
HILLSIDE, IL
BOARD OF TRUSTEES SPECIAL MEETING
MINUTES
July 31, 2013

1. CALL TO ORDER – 6:00 PM

A. Vice- president Gloria Whitaker called the meeting to order at 6:07 PM

B. Present: Mary Wajda, Heide Metzger, Bill Spain, and Gloria Whitaker.

2. APPROVAL OF AGENDA

3. BUILDING

A. Basement Repairs

1. Plans and alternates- Doug Losey explained the architects Scope of Work and the various alternates. In addition, the addition of security cameras, speakers for the large meeting room, and wiring for a monitor in the small meeting room were discussed. Materials for flooring, carpeting and vinyl, were discussed. The architect's recommendations on ceiling tiles and lighting were shown and plumbing repairs and upgrades were presented.

2. Bidding process- Shales McNutt construction will be the construction manager and the library will contract directly with specific trades for work to be performed. The library will be entering into multi-prime contracts which will be jointly administered by the architect and construction manager

3. Mary Wajda made a motion to accept the architect's plans and recommendations including all alternates. A spending cap of \$100,000 was included in the motion. Bill Spain seconded the motion. The motion passed unanimously

4. COMMUNITY ASSESSMENT SURVEY

A. Define purpose and needs- Doug Losey wrote a grant application which was funded through the Per Capita Grant program. The racial and ethnic diversity of Hillside has changed significantly since 2000, and the library is concerned that its current services do not meet community wants and needs.

B. Review proposals for survey- A community survey for the Hillside Public Library will obtain valid data that represents and quantifies residents' attitudes toward the library, usage and non- usage of the Library and desires for future library services. Three proposals from consultants were presented and discussed. The board would like to gather more information and schedule another meeting to review the consultant's recommendations.

5. ANNOUNCEMENTS

6. REMINDERS

A. The next meeting is Wednesday, September 18, 2013

7. ADJOURNMENT- Gloria Whitaker proposed that the meeting be adjourned and was seconded by Bill Spain. The motion passed and the meeting adjourned at 8:12 PM.