

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

Susan K. Niemi, President	Ronald J. Friedman
Thomas J. Colwell, Vice-President	Nancy Jackson
Steven J. Weinberg, Treasurer	Laurie Styracula
Nancy E. Sheldon, Secretary	

**Regular Meeting
October 26, 2010**

Call to Order

President Niemi called the meeting to order at 7:00 p.m.

Trustees present: Friedman, Niemi, Sheldon, and Weinberg

Trustees absent: Colwell, Jackson, and Styracula

Also present: Director Stephen Bero, Recording Secretary Mary Thacker, WNPL staff members Jan Marsh, Paula Pena, and Noreen Reese; Don McKay of Nagle Hartray Architects; and Jim Dyer and Anthony Rosignolo of Berglund Construction.

Pledge of Allegiance

President Niemi led those present in the Pledge of Allegiance.

Approval of Consent Agenda for:

- a. Secretary's Report: Approval of minutes as received or corrected:
 - i. Public Hearing of September 21, 2010
 - ii. Regular Meeting of September 21, 2010
- b. Acceptance of Financial Statements for September 2010.
- c. Acceptance of the Director's Report for October 2010.
- d. Acceptance of the Patron Suggestions for September 2010.
- e. Approval of developer donation agreements (if any).

As there were no developer donation agreements, Trustee Weinberg moved and Trustee Sheldon seconded a motion to approve the Consent Agenda items (a) through (d). The motion carried on a roll-call vote as follows:

Ayes: Friedman, Sheldon, and Weinberg

Abstain: Niemi

Absent: Colwell, Jackson, and Styracula

President's Report

President Niemi reported that she attended the Personnel and Building & Grounds committee meetings, as well as the Garage Sale held on October 2, 2010. In addition, on Saturday, October 23, 2010, President Niemi and her husband, along with Trustee Styracula and her husband, and Director Bero and his wife, attended the annual Gurnee Rotary Dinner and Auction.

Reports of Other Trustees

President Niemi acknowledged that Trustee Styracula attended the annual ILA conference and we would be receiving her report next month.

Trustee Weinberg mentioned an article which appeared Monday, October 25, 2010, issue of The Wall Street Journal regarding libraries, and Trustee Friedman noted that recently there was a discussion of libraries on National Public Radio.

Correspondence, Communications, and public comments

a. Written:

- i. Memoranda from attorney Roger Ritzman
Reminder of dates relevant to the election of Library Trustees at the Consolidated Election scheduled for April 5, 2011.
- ii. Copies of the October 26, 2010, NSLS News were distributed to the Trustees.
- iii. The September/October 2010 photo collage of WNPL activities, as well as a collage representing the October 2, 2010, Garage Sale, was passed among the Trustees.

Recognition of visitors and public comments – None

Treasurer's Report

Trustee Friedman moved and Trustee Weinberg seconded a motion that the bills payable for October 2010 and payroll for September 2010 be approved for payment. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Weinberg

Absent: Colwell, Jackson, and Styrcula

Reports of Standing Committees

Policy – Meeting of September 27, 2010

Trustee Sheldon provided an oral update of the committee meeting report and noted the next Policy Committee Meeting would be on Monday, November 1, 2010, at 7:00 pm.

Building and Grounds – Meeting of October 21, 2010

Trustee Styrcula submitted a written report of the committee meeting.

Finance – No meeting

Personnel – Meeting of September 27, 2010

President Niemi provided an oral update of the committee meeting, and invited all interested parties to attend the next Personnel Committee Meeting on Monday, November 2, 2010, at 6:00 pm.

Trustee Development – No meeting

Progress report on the long-range plan

Director Bero indicated this report would be covered in the discussion of the building project under New Business.

New Business

a. Building project: Award of Contracts for Construction

Following a presentation by Jim Dyer of Berglund Construction and discussion among the Board, Trustee Friedman moved and Trustee Weinberg seconded a motion to approve the attached Guaranteed Maximum Price (GMP) – Base Bid,

Alt 1, and Alt 3 document dated October 19, 2010. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, and Weinberg

Nays: Sheldon

Absent: Colwell, Jackson, and Styracula

Upon further discussion, Trustee Friedman moved and Trustee Weinberg seconded a motion to accept the recommendation of the Building and Grounds Committee for Alternates 1 and 3. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Weinberg

Absent: Colwell, Jackson, and Styracula

Trustee Sheldon then moved and Trustee Friedman seconded a motion to accept all three (3) Alternatives in the amount of \$55,214.94. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Weinberg

Absent: Colwell, Jackson, and Styracula

Trustee Friedman moved and Trustee Weinberg seconded a motion to approve the attached Guaranteed Maximum Price (GMP) – Base Bid, Alt 1 and Alt 3 document dated October 19, 2010, to include Berglund Construction's cost, allowance, and bids as follows:

Bid Package #1, Furniture Moving: Ace Relocation Systems;

Bid Package #2, Excavation and Concrete and Sitework: Boller;

Bid Package #3, General Trades: Lamp, Inc.;

Bid Package #4, Structural and Misc Steel and Deck: Waukegan Steel;

Bid Package #5, Roofing: Weatherguard;

Bid Package #6, Trespa Panels: All American Exteriors;

Bid Package #7, Glass and Glazing: Waukegan Glass;

Bid Package #8, Flooring: OEC;

Bid Package #9, Painting: CCI Painting and Decorating (Cosgrove);

Bid Package #10, Ceilings: Airtite;

Bid Package #11, Fire Protection: Optimal;

Bid Package #12, Plumbing: Ernie Peterson;

Bid Package #13, HVAC: Air Con; and

Bid Package #14, Electrical and Technology: Ridgeview Electric.

The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Weinberg

Absent: Colwell, Jackson, and Styracula

b. Amendment to approve change orders during construction

Trustee Weinberg moved and Trustee Sheldon seconded a motion to authorize Director Bero to approve change orders up to \$10,000. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Weinberg

Absent: Colwell, Jackson, and Styracula

c. Policy Work: Policy 3001 Access to Materials

Trustee Friedman moved and Trustee Niemi seconded that the Board renew its support for the amended ALA Bill of Rights with the inclusion of attorney Roger Ritzman's statement. The motion failed on a roll-call vote as follows:

Ayes: Friedman and Niemi

Nays: Sheldon and Weinberg

Absent: Colwell, Jackson, and Styracula

Trustee Friedman then moved and Trustee Niemi seconded a motion to send Policy 3001, Access to Materials, back to the Policy Committee, and to place Policy 3001 on the agenda for the Board's regular December meeting. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, and Weinberg

Nays: Sheldon

Absent: Colwell, Jackson, and Styracula

d. Letter of Support for SD 56 referendum

Roger Ritzman, Esq., advised for the WNPLD Board to issue a letter of support for the upcoming SD 56 referendum would be a violation of the Illinois Ethics Policy. Therefore, Trustee Friedman moved and Trustee Weinberg seconded a motion that the Board not write a letter of support for the upcoming Gurnee School District #56 referendum. The motion carried on a voice vote.

e. Closing of the library for migration of integrated library system

Trustee Sheldon moved and Trustee Friedman seconded that the Library close for business on Monday, December 6, 2010, in order to complete the migration to the new integrated library system from Innovative Interfaces, Inc. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Weinberg

Absent: Colwell, Jackson, and Styracula

f. Resolution to Determine Estimate of Funds Needed

Trustee Weinberg moved and Trustee Sheldon seconded a motion that Resolution 2010/2011-3 to determine the estimate of funds needed for Fiscal Year 2010-2011 be adopted. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Weinberg

Absent: Colwell, Jackson, and Styracula

Public Forum

Assistant Director Reese distributed drawing markers to the Trustees and invited them to sign the walls of the McCullough Room.

Announcements

a. By the Chair

i. Communications to the public – None.

ii. Upcoming Calendar

1. Truth in Taxation public hearing – Tuesday, November 16, 2010, 6:45 p.m.

2. Next regular Board meeting – Tuesday, November 16, 2010, 7:00 p.m.

3. Next committee meetings:

a. Finance – Thursday, November 11, 2010, 8:00 pm

b. Personnel – Monday, November 1, 2010, 6:00 p.m.

c. Policy – Monday, November 1, 2010, 7:00 p.m.

d. Building & Grounds – Thursday, November 11, 2010, 7:00 pm

e. Trustee Development – Monday, November 8, 2010, 7:00 pm

4. Other dates

➤ ILA Trustee Forum, Saturday, February 26, 2011, Lisle, Illinois

Adjournment

Trustee Weinberg moved and Trustee Sheldon seconded the motion to adjourn the regular meeting. The motion carried on a voice vote.

President Niemi adjourned the meeting at 9:05 p.m.

Respectfully submitted,

Nancy E. Sheldon
Secretary

Mary Ann Thacker
Recording Secretary