

**Messenger Public Library of North Aurora Board of Trustees
Ad Hoc West Wing Renovation Committee of the Whole Meeting
Wednesday, June 1, 2016 7:00 p.m. Conference Room
Meeting Minutes**

The meeting was called to order by Board President Treest at 7:01 p.m.

Present: Trustee President Marguerite Treest, Trustee Vice President Mary Beth Hutches, Trustee Secretary William Middleton, Trustees Jim Hicks and Corinn Sparks.

Absent: Trustee Treasurer Tanya Berley and Trustee Justin Kline

Also Present:

Messenger Public Library Staff: Jessie Affelder, Head of Adult Services, Joanne Galloway, Head of Technical Services. Chris Hansen and Mike Elliot Kluber Architects and Engineers. Collette Rabinski, Wegman Construction Co., former Library Trustee and Library Grounds and Facility Maintenance Community Advisor to the Board Dominick Leo. Library Administrator Kevin Davis was also present at the meeting.

West Wing Renovation – Review Final Design Plans and Budget

Kluber Architect Mike Elliot provided a presentation regarding the renovation of the west wing of the library. Kluber representative Chris Hansen also provided additional information with regard to the renovation project. A fifteen page handout of the PowerPoint slides were distributed to those present and contained the information discussed during the C.O.W. Meeting. The main highlights included: expanded off desk work area for the library staff, a combined service point for both the Circulation Services and the Adult ILL/Reference Services Department, teen area reconfiguration with added technology collaborative space, reconfiguration of the media collection and teen book collection, a new lounge and new materials browsing areas with coffee bar space, a converted flexible meeting room for the public, and several new customer friendly study carrels. One of the current Study Rooms will be retrofitted with new Media Scape brand name technology collaborative furniture. Changes and upgrade to the lighting and signage were also reviewed.

Kluber Vice President Chris Hansen reviewed their estimated opinion of “probable costs” for the project of \$ 1,182,221 (\$868,855 for construction, \$1,058,855 for furniture and equipment allowance and book/furniture moving allowance, a \$31,766 contingency or 1.5% of total amount, \$91,600 for architectural and engineering fees). Administrator Davis noted that the funds to pay for this project would come from the Library’s reserve fund for capital improvements and facility maintenance. A donation from the Messenger Public Library Foundation Fund at the Community Foundation of the Fox River Valley

would also be utilized to fund a portion of the project, especially for furniture and technology upgrades.

In addition to this project Hansen reminded the Board that the Library's driveway and two parking lots will need to be repaved. This is per the May 2015 Facility Maintenance Plan. The total estimated cost for the resurfacing based upon a preliminary quote totaled \$62,000. He suggested that the main patron lot and the employee parking lot could wait and be resurfaced or repaved within the next 8 – 10 years. He suggested that the main drive and the turnaround area be resurfaced first prior to the two parking lots. This could be done later this year or next year.

Hansen also noted the upcoming replacement of the library's boiler system at an estimated cost of up to \$70,000 or less. The bid opening for this project Hansen noted was scheduled for Thursday, June 2 at 2:00 p.m. at the Library.

Trustees and staff present provided several questions for the Architects and Design Team from Kluber with regards to several specific areas of the project.

Trustee Secretary Middleton requested that the renovation of the Adult Services Department Porch be included as a contingency project or add on to the project. Middleton suggested that the space be converted into one or two heated and air conditioned spaces for the public to use to reserve for public meeting space. This would address some concerns with regard to the need for additional public meeting rooms in the community that were reported in the local press and in a Village of North Aurora consultant's report recommendations.

Trustee Hicks motioned to adjourn the C.O.W. Meeting seconded by Trustee President Treest.

The Meeting adjourned at 8:10 p.m.