

APPROVED

HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT
110 West Maple St.
Lombard, IL 60148

Those attending the meeting must observe the recommendations of the CDC and IDPH including wearing face masks and maintaining social distancing of at least 6 feet apart.

SPECIAL BOARD MEETING MINUTES

August 12, 2020

7:00 p.m.

Village Hall Trustees Board Room
255 E. Wilson Avenue, Lombard

- I. Call to order
 - a. President Brandt called the meeting of the Board of Trustees to order at 7:00 p.m. in the Auditorium of the Plum Library.
- II. Pledge of Allegiance
 - a. All present recited the Pledge of Allegiance.
- III. Roll call, recording both present and absent members
 - a. Present: President Brandt, Vice President Larkin, Treasurer Pinkett-Floyd, Secretary Aamundstad Walsh; Trustees Carlson, Marshall, Wiggins
 - b. Absent: None
 - c. Staff members present: Director Kruser, Claudia Krauspe, Sue Wilsey, Alex Vancina
 - d. Guests present: Shaun Kelly, Joe Huberty, Jane Charmelo, Mike Fugiel, Robert Biddle
- IV. Public Hearing concerning the intent of The Board of Library Trustees to sell not to exceed \$25,000,000 General Obligation Bonds (Alternate Revenue Source) for the purpose constructing a new Helen Plum Library Building to replace the existing Helen Plum Library Building, constructing site improvements, furnishing necessary equipment and acquiring library materials and electronic data storage and retrieval facilities in connection therewith.
 - a. Trustee Larkin moved to pass motion. Trustee Carlson seconded motion. All ayes, no nays. Motion passed.
- V. Public presentation to, or discussion with, the Board of Trustees
 - a. Public presentations were made by the following citizens of Lombard: No public presentations were made.
- VI. ACTION ITEM: Adoption of the Agenda
 - a. Vice President Larkin moved to adopt agenda. Trustee Carlson seconded motion. All ayes, no nays. Motion passed.

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- VII. ACTION ITEM: Approval of consent agenda items
 - a. Approval of minutes
 - i. Regular Board meeting, July 15, 2020
 - ii. Closed Session Board meeting, July 15, 2020
 - b. Approval of financial reports
 - i. Cash and Investments Report dated July 31, 2020
 - ii. Revenue and Expenditures vs. Budget Report dated July 31, 2020
 - iii. Check Register dated July 31, 2020
 - iv. Balance Sheet Previous Year Comparison as of July 31, 2020
 - c. Vice President Larkin moved to approve consent agenda items. Trustee Carlson seconded motion. All ayes, no nays. Motion passed.

- VIII. Committee reports
 - a. Audit Committee
 - i. Did not meet.
 - b. Director Relations Committee
 - i. Secretary Aasmundstad Walsh, Committee Chair, noted that the Committee met on July 28, 2020. They have on items on the agenda for Closed Session.
 - c. Policy and Bylaws Committee
 - i. Did not meet.

- IX. Unfinished Business
 - a. No unfinished business to report.

- X. New Business
 - a. DISCUSSION: Joe Huberty and Shaun Kelly from Engberg Anderson to present possible renderings of new building at 401 S. Main Street.
 - i. Joe Huberty and Shuan Kelly presented a progress update on the new building project. They are focusing on design, planning, and zoning processes concurrently. Their goal is to submit documents to the Planning and Zoning Commission by the end of the year.
 - 1. This current phase covers stormwater concept, parking, and traffic reviews. The architects will also obtain an updated parking study.
 - 2. Shaun Kelly noted that the soils reports were favorable and found nothing to cause foundation or drainage issues.
 - 3. Asbestos was found in structures located at both 401 and 425 S. Main Street; however, this can be easily remedied.
 - 4. Shaun Kelly also noted that the property of 401 S. Main Street was x-rayed. No evidence of an oil tank in the ground was found.
 - ii. Joe Huberty and Shaun Kelly presented a schematic design of the new building. Shaun noted that the architects continue to meet with staff and develop the design of the future building.
 - 1. The design includes two public entrances, a parking lot, and a drive-thru area for both drop-off and pickup of items.
 - 2. The first floor will be devoted primarily to Patron Services, Youth Services, and meeting rooms. The second floor will be devoted to Teens, Adult Services, and study spaces. Both floors will have staff zones.
 - b. ACTION ITEM: Approval of amended 2020-2021 Working Budget

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- a. Trustee Wiggins moved to enter into Closed Session and it was seconded by KAW. All ayes, no nays.

XV. The Board returned to Open Session at 8:57 p.m. to affirm decisions made in Closed Session.

XVI. Adjournment: 8:58 p.m.

Approved: _____

Kristin Aasmundstad Walsh
Board Secretary