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MINUTES

Standing Committee on Facilities • Board of Trustees • Batavia Public Library District

Special Meeting

Friday • 10 April 2009

1. **Call to Order**

Trustee Skahan called the meeting to order at 6:32 a.m. in the Elizabeth L. Hall Conference Room of the Batavia Public Library.

2. **Call the Roll**

Committee Members Present: Randall E. Gibson, Edward F. Skahan, and J. Thomas Von Lunen

Committee Members Absent: None

Other Trustees Present: None

Staff Members Present: Director George H. Scheetz, Jeffrey E. Chaney, and James J. Klyczek

Visitors Present: None

3. **Approve the Agenda**

Trustee Skahan asked whether there were any changes to the agenda.

Motion by Trustee Gibson to approve the agenda, as presented. Seconded by Trustee Von Lunen. All: Aye. The motion carried.

4. **Approve the Minutes:** Special Meeting, Friday, 6 March 2009

Trustee Skahan asked whether there were any changes to the minutes, a copy of which was included in the Committee packet.

Motion by Trustee Gibson to approve the minutes of the special meeting, as presented. Seconded by Trustee Von Lunen. All: Aye. The motion carried.

5. **Boiler System**

Trustee Gibson presented a summary of the legal situation with Engberg Anderson Inc. and A. J. Maggio Co., based on feedback from Attorney Roger A. Ritzman. Discussion followed.

In response to a question from Trustee Skahan, discussion followed on the proposal from International Piping Systems (IPS), Inc., of Schaumburg, Illinois, the contractor that installed the original boiler system in the Library.

In response to a question from Director Scheetz, discussion followed on how best to disentangle the IPS proposal from the legal situation.

Discussion followed on the satisfactory price for the project. Director Scheetz noted that the opinion of probable cost (from KJWW Engineering Consultants) for the project was in the range of \$135,000–\$155,000. This range was based on an actual cost estimate of \$143,900.

Discussion followed on the next steps.

The consensus of the Committee supported the following direction to Director Scheetz:

- Negotiate a satisfactory price with IPS in consultation with Trustee Skahan and Trustee Gibson
- If a satisfactory price is not forthcoming by April 15–17, then solicit proposals from other mechanical contractors

Director Scheetz noted that the Library's ability to bypass the formal bidding process may be dependent on whether the Library is working with the original contractor. Discussion followed.

The consensus of the Committee was to request Director Scheetz to consult with Attorney Ritzman on whether the Library can solicit proposals from other mechanical contractors, and then proceed accordingly.

6. **Master Plan**

Director Scheetz presented a progress report on the Master Plan project.

He reported that Kevin F. Huse and Michael E. Brannan of Woollen, Molzan and Partners met with the Library Director and selected department heads on Thursday, February 19, and Wednesday, March 25, to explore various space-use options for the Library.

During their next visit (to be scheduled) they would like to meet with the Committee—or perhaps the full Board of Library Trustees. Discussion followed.

The consensus of the Committee was to combine the next meeting of the Committee with a visit from Woollen, Molzan and Partners, if possible.

Trustee Gibson expressed an interest in having documents to review in advance of the proposed meeting. Discussion followed.

7. **Comments from the Committee**

There were no additional comments from the Committee.

8. **Next Meetings or Events**

- a. *Board of Library Trustees (Regular Meeting), Tuesday, 21 April 2009, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*
- b. ***Standing Committee on Facilities, Friday, 8 May 2009, 6:30 a.m., Elizabeth L. Hall Conference Room, Batavia Public Library***
- c. *Board of Library Trustees (Regular Meeting), Tuesday, 19 May 2009, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*

9. **Adjournment**

Trustee Skahan declared the meeting adjourned at 6:51 a.m.

Respectfully submitted,

George H. Scheetz
Director