

**Forest Park Public Library
Special Project Committee Meeting Minutes
January 16, 2018
Activity Room, 5:30 PM**

Opening of Meeting

A. Emily Victorson called the meeting to order at 5:33 pm.

B. Roll call: members present: Emily Victorson, Pilar Shaker, Regina Townsend, Deb Harris, Rafal Radomski, Claudia Corzine, Alicia Hammond, Susan Farnum, and Karen Childs * Lin Beribak joined the meeting at 5:52*

Members Absent: Skye Lavin

Also present:

- Brooke Sievers
- Michael C. Barnes, John Lucas, Randy Jardine, and Lisa Schmidt of Wight & Company
- Andrew Dogan, Mark Bushhouse, Carrie Kotery, and Anna Szybowski of Williams Architects (joined at 6:30)

C. Pilar Shaker made a motion to approve the agenda for the January 16, 2018 meeting, as submitted. Karen Childs seconded the motion, it carried.

D. Approval of minutes: Pilar Shaker made a motion to approve the minutes from the January 8th meeting as submitted. Emily Victorson seconded the motion, it carried.

E. Public Comment (Recognition of Guests and Visitors): No Comment

New Business

1. Michael Barnes and his colleagues presented for 30 minutes on their company and the process they use for renovation projects. The team highlighted the unique structure of their company which includes an in-house build team led by Randy Jardine. Mr. Jardine also serves as Director of Cost Management to assist in pricing out the construction and build costs of projects.

Andrew Dogan and his colleagues presented for 30 minutes on the Williams Architects company and their project process. Members of this team are currently working on the Forest Park Roos Recreation Project. The Williams presentation included mock-ups of what our spaces could look like in the future.

2. Following the presentations the committee discussed the scoring rubric that was created by the library's lawyer. The committee decided on how to weight each of the ten scoring areas. Pilar Shaker will obtain the necessary information to accurately score the firms in areas that require additional investigation (reference checks, number of years in business, familiarity with local conditions).
3. Pilar Shaker will send out a Doodle Poll on 1/17/18 to establish a date for scoring and the selection of the firm to be recommended to the board.

Old Business

Adjournment

Emily Victorson moved to adjourn at 8:23, the motion was seconded by Lin Beribak, and it carried.

Respectfully submitted,
Pilar Shaker, Secretary