

**Forest Park Public Library
Board of Trustees Monthly Meeting Minutes
October 15, 2018
Josephine Austin Meeting Room, 7:30 pm**

Opening of Meeting

- A. Karen Childs called the meeting to order at 7:31 pm.
- B. Roll call: Trustees present: Lin Beribak, Karen Childs, James Pekoll, Brooke Sievers, Emily Victorson, and Nathalie Wheaton. Staff present: Pilar Shaker. Guests present: Andy Dogan from Williams Architects.
- C. Emily Victorson made a motion to approve the agenda for the October 15, 2018, Board meeting, as submitted. Lin Beribak the motion and it carried.
- D. Brooke Sievers made a motion to approve the September 17, 2018, Board meeting minutes and the September 19, 2018, special meeting minutes, as submitted. James Pekoll seconded the motion and it carried.

Reports

- A. Andy Dogan from Williams Architects gave an update on the roof project. There was more wet installation than the original scan showed. Andy believes this is due to all of the rain we've had in the past six months. The costs were controlled as detailed in the contract. Andy spoke highly of the manufacturer of the roofing materials for assisting in the project. Andy updated the Board on the construction manager proposals. He encouraged the Board to become familiar with the four different firms and the information they provided. He recommended the Board interview all four firms that submitted proposals and provided a rubric for the Board to use should we choose to do so. Director Shaker will identify dates for construction management firm interviews and coordinate with Andy.
- B. Director's Report: Director Shaker highlighted the vacant facilities position and her reasoning for delaying filling the position.
- C. Treasurer's Report
- D. Board Committee Reports
- E. Trustee Reports

New Business

- A. Brooke Sievers made a motion to approve the payment of bills in the amount of \$52,215.23. Emily Victorson seconded the motion and it carried.

Beribak aye Victorson aye

Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

B. Lin Beribak made a motion to approve the employee reimbursements of S. Lavin \$41.42, C. Corzine \$17.44, as submitted. Nathalie Wheaton seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

C. Emily Victorson made a motion to approve the payment of the October 26, 2018, and November 9, 2018, payrolls. Karen Childs seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

D. Brooke Sievers made a motion to approve the bereavement policy updates, as submitted. Emily Victorson seconded the motion and it carried.

E. Nathalie Wheaton made a motion to approve the AIA Document and Exhibit A to contract with Williams Architects for library renovation services, as submitted. Lin Beribak seconded the motion and it carried.

Beribak	aye	Victorson	aye
Pekoll	aye	Wheaton	aye
Sievers	aye	Childs	aye

F. Discussed and reviewed CM RFP Proposals for interview phase. Most of this was discussed with Andy Dogan.

G. Discussed *Serving Our Public* chapter 8.

No executive session

Adjournment

Emily Victorson made a motion to adjourn at 8:37 pm. Lin Beribak seconded the motion and it carried.

Respectfully submitted,
Brooke Sievers, Secretary