

**MINUTES FOR THE SPECIAL MEETING OF THE BOARD OF LIBRARY TRUSTEES  
OF THE VILLAGE OF CAROL STREAM**

**Carol Stream Public Library  
616 Hiawatha Drive  
Carol Stream, IL 60188**

**DATE: January 30, 2019**                      **TIME: 7:00 p.m.**                      **PLACE: Horizon Room**

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**I. CALL TO ORDER**

President Jourdan called the Special Meeting of the Board of Library Trustees to order at 7:08 p.m.

**PLEDGE TO THE FLAG**

President Jourdan led those in attendance in the Pledge of Allegiance to the Flag.

**II. ROLL CALL**

Director Westgate called the roll.

Present: Trustees Berryman-Gilliam, Larimer (attended electronically, out of town on Business), Lynch, Bagdonas, Sheikh, and Jourdan

Absent: Trustee Patel

Also Present: Director Susan Westgate, Assistant Director Mary Clemens, Jack Hayes, Fred Marano, John Eallonardo from FQC (Frederick Quinn Corporation) Construction Management

**III. PUBLIC PARTICPATION**

None

**IV. DISCUSSION**

A. Review of Recommendations of Trade Contracts by Construction Management Firm, FQC

Background Information:

Fred Marano had prepared a document outlining the bidding process and result. It included the bid tabulations and alternates. It included the recommendations for sixteen of the bid packages and to rebid package #132a-Decorative Metal Railing & Fencing as the Library project had only received one bid for that package which did not include the full scope of work and recommended the bidder be released.

B. Review of Furniture Package by Architects, product Architecture & Design

Background Information:

Representatives from the architects were unable to attend. Director Westgate and Assistant Director Clemens stated that they were still reviewing the furniture components as there were

some wrong number counts on some items and the overall bids and quotes were coming in higher than expected. They recommended that the Board approve the furniture package subject to final review and modifications by Library Management. They will be working with the architects and vendors to bring the numbers closer in alignment with the Library's budget.

**V. NEW BUSINESS**

A. Recommendation, Re: Approval of Renovation Project Alternates

**Trustee Lynch moved and Trustee Olson** seconded that the Library Board of Trustees approve the Renovation Project Alternates. Motion approved.

Ayes ..... 6 Trustees Berryman-Gilliam, Larimer, Lynch, Bagdonas, Sheikh and Jourdan  
Nays ..... 0  
Absent..... Patel

B. Recommendation, Re: Approval of Trade Contracts for Library Renovation Project

**Trustee Sheikh moved and Trustee Berryman-Gilliam** seconded that the Library Board of Trustees accept and approve the recommendations in the letter from Construction Management Firm FQC dated, January 28, 2019 for the Library's Renovation Project. Motion approved.

Ayes ..... 6 Trustees Berryman-Gilliam, Larimer, Lynch, Bagdonas, Sheikh and Jourdan  
Nays ..... 0  
Absent..... Patel

C. Recommendation, Re: Approval of Furniture Package Subject to Final Review and Modifications by Library Management

**Trustee Larimer moved and Trustee Olson** seconded that the Library Board of Trustees approve the furniture package, subject to final review and modifications by Library Management. Motion approved.

Ayes ..... 6 Trustees Berryman-Gilliam, Larimer, Lynch, Bagdonas, Sheikh and Jourdan  
Nays ..... 0  
Absent..... Patel

**VI. ADJOURNMENT**

There being no further business to come before the Board of Library Trustees, **Trustee Lynch moved and Trustee Sheikh seconded** that the meeting be adjourned. Motion passed and the meeting adjourned at 7:52 p.m.

February 20, 2019  
Date Approved

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Director Susan Westgate, on behalf  
of the Board of Library Trustees