

**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: May 30, 2018**                      **TIME: 6:30 p.m.**                      **PLACE: Discovery Room**

---

**I. CALL TO ORDER**

President Jourdan called the Special Meeting of the Board of Library Trustees to order at 6:35 p.m.

**PLEDGE TO THE FLAG**

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

**II. ROLL CALL**

Secretary Patel called the roll.

Present: Trustees Berryman-Gilliam, Larimer, Lynch, Bagdonas, Patel, Sheikh, and Jourdan

Absent: None

Also Present: Director Susan Westgate, Jack Hayes, Fred Marano, John Eallonardo, and Rob Lach from FQC (Frederick Quinn Corporation) Construction Management

**III. PUBLIC PARTICPATION**

None

**IV. DISCUSSION**

A. Presentation by Construction Management Firm

Background Information:

The Library received fourteen RFQs (Request for Qualifications) from construction management firms. The RFQs were reviewed by the Director and Assistant Director and four firms were selected for in-person interviews. The firms were interviewed by the Director, Assistant Director and two members of the Library Board. Following the interviews, references were checked and the interviewees came to a consensus to recommended that FQC Construction Management meet with the Board of Trustees for consideration for overseeing the construction management of the Library's renovation project. Four team members of FQC Construction Management presented information about their firm and their approach to the Library's project. In addition they shared information about their experience and expertise in Library and other municipal construction projects and answered questions from the Board.

B. Discussion/Review of Construction Management Firm

Background Information:

Following the presentation by FQC, the Board discussed the firm and their references. The Board came to a consensus to hire FQC for construction management services for the Library renovation project.

**V. NEW BUSINESS**

A. Recommendation, Re: Approval of Selection of Construction Management Firm for Library Renovation Project

**Trustee Larimer moved and Trustee Sheikh** seconded that the Library Board of Trustees approve the hiring of FQC Construction Management Firm for the construction management of the Library’s renovation project. Motion approved.

Ayes ..... 7 Trustees Berryman-Gilliam, Larimer, Lynch, Bagdonas, Patel, Sheikh and Jourdan  
Nays ..... 0  
Absent..... None

**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 7:45 p.m.

June 20, 2018  
Date Approved

\_\_\_\_\_  
Mansi Patel, Secretary  
Board of Library Trustees