

SPECIAL LIBRARY BOARD MEETING MINUTES

Tuesday, July 28, 2020

5:00 p.m.

I. Call to Order

The Board of Trustees of the Wheaton Public Library held a Special Board meeting on Tuesday, July 28, 2020. Board President Christine Fenne called the meeting to order at 5:06 p.m. Members present in person at roll call were: Christine Fenne, Alan Herbach, Bob Lyon, Laurie Metanchuk and Vallari Talapatra. Simone Morton entered via Zoom at 5:08 pm and Mr. McDonough entered via Zoom at 5:10 pm. Absent: Joe McHaley and Kathryn Staron. Betsy Adamowski, Library Director, Ed Sirovatka, IT/Facilities Manager, and Lisa Christell-Sandri, Library Finance/Business Office Manager and recording secretary for this meeting, were also in attendance.

II. Citizens to be Heard

There were no citizens to be heard.

III. Discussion on COVID Interior Remodel Plan – Betsy Adamowski and Studio GC

Mrs. Fenne began by explaining that the City of Wheaton has an opportunity to receive a CARES Act grant for the reimbursement of COVID-related expenses and that the Library interior remodel plan fits into that category. Mrs. Adamowski further explained that the Phase III remodel plan was scheduled to be done in 2021, but, she noted, she would have requested to start this project this year because of the COVID crisis. The plans include, among other things, using more social distancing space for self-checkouts and better social distancing staff areas that provide more space. She wanted to emphasize that, because of COVID-19, social distancing and other protective measures need to be in place to protect the patrons and the staff and to also prepare for a full opening, whenever that may happen. She also stated that existing furniture will be evaluated for possible reuse. The funds for this remodel are planned to come from the Library's Capital Replacement and Capital Projects funds, so if the CARES Act opportunity doesn't come through, the costs will be covered. She stated that all reimbursement receipts have to be received by December 31, 2020 so this work will have to be done rather quickly, in the next 5 months. The members looked over the floor plans page-by-page while Mrs. Adamowski explained what the project entails. Rick McCarthy, Studio GC, stated that the underlying work to be done is consistent with the COVID precautions, but will work in any situation and had been planned for already. Mr. Herbach, Board Treasurer, noted that the total estimate is \$377,843 which (rounded up to \$380,000) is the amount requested to be approved. Mrs. Fenne asked what the steps would be if the Council did not support the project. Mrs. Adamowski responded that she would have to follow up with an answer after discussing with the City Manager.

IV. Motion to Approve Project Costs Not to Exceed \$380,000 for COVID-19 Interior Remodel Plan

Mr. Lyon moved and Mr. Herbach seconded to approve the above motion.

Roll Call Vote

Ayes: Mrs. Metanchuk
Mr. Herbach
Ms. Talapatra
Ms. Morton
Mr. McDonough
Mr. Lyon

Mrs. Fenne

Nays: None

Absent: Mr. McHaley
Ms. Staron

Motion Carried

V. Adjournment

There being no further business of the Wheaton Public Library Board of Trustees, Mrs. Metanchuk moved and Mr. McDonough seconded that the meeting be adjourned. A voice vote was taken and the motion for adjournment carried at 5:41 p.m.

Respectfully Submitted,
Lisa Christell-Sandri
Finance/Business Office Manager