

Hudson Area Joint Library Board
Special Meeting Minutes of February 11, 2010
Approved

Meeting called to order by President O'Connor at 6:05 pm.

PRESENT: Library Board members: Jim O'Connor, Dan Gavin, Dan Koch (arrival 6:35 p.m), Mike Hipsher, Dave Ostby, and Sarah Smith present. Marion Shaw and Alan Burchill, absent.

ALSO PRESENT:

Linda Donaldson, Jeff Zais, Pat Zais, Beverly Riesberg, Randy Hanson, Hugh Gwin, and Cindy McCleary.

PUBLIC COMMENT:

None.

ELEVATOR BIDS-AWARD CONTRACT AND AUTHORIZE PAYMENT

One elevator bid was submitted. This bid was from the Schindler Elevator Corporation (Schindler). The bid was \$45, 810 and included the battery backup alternate. McCleary noted that the elevator contract includes one year service agreement. Schindler will manufacture and install the elevator. Within the bid was a 35% down payment clause to start the production of the elevator.

MOTION by Hipsher, second by Ostby, to approve the expenditure of \$45, 810 for the elevator and to approve a 35% down payment to begin the production of the elevator as noted in the contract. Vote taken. All ayes. MOTION CARRIED.

FINAL DESIGN PLANS FOR LIBRARY'S PORTION OF THE 700 FIRST STREET BUILDING

Cindy McCleary BKV Group associate) (Boarman, Kroos, Vogel Group Inc.) reviewed the final design plans outlining the demolition and new construction.

Construction is scheduled to begin on March 15. The Police Department plans to move into the building on April 8th.

Demolition

Basement: cutting hole in the concrete for the elevator mechanism

First floor: removal of primary wall in the lobby, removal of the circular reception desk, removal of window and enlarging opening for the interior book drop.

Second floor: reconstruction of office space to accommodate the elevator, demolition of the one or two conference huts, wall removal in the quiet reading area and Children's program room, and repairing a wall seam in the Friends area.

New construction

- constructing interior book drop opening and room
- reusing old and new components for circulation desk
- reusing/replacing casework/millwork
- installing new flooring and ceiling in affected areas due to elevator placement
- creating Teen area and Children's program areas
- replacing and repairing walls and floors in Teen area and Children's program area
- replacing flooring in quiet reading area

Add alternates (separate line item in the plan)

- removal of second floor conference hut
- replacement of the carpeting within the Infant Activity Room, Parent-teacher Resource Room, older Child Activity Room, Conference Room, History Room, Quiet Study Rooms
- replacement of the red carpeting throughout the second floor
- installation of a sink in work area.

Site plan

Discussion included temporary loading zone, designating entrance and parking for workers, location of contractor trucks/vans (electrician, masons), and placement of dumpster.

The final design plan does not include three components that will be bid separately-signage, moving contract, security card access, and IT data lines. These are shared components between the library and the police.

Signage

The location/content of directional signs interior/exterior needs a discussion between the library and the police department.

The library needs to discuss the large library letters to be placed on the building, a lighted sign on the east wall, elevator equipment door, bathrooms, and structural loading signs. McCleary recommended using painted arrows for the exterior book drop.

MOTION by Ostby, second by Smith, to approve the final design plans for the library portion of the 700 First Street building and to authorize the BKV Group to release the final construction design plans for bid on Monday, February 15 after 3:00 p.m. Vote take. All ayes. MOTION CARRIED.

Hugh Gwin presented an overview of the Gwin family donation memorial that the Gwin family would like to use in the History room at the 700 First Street building and the \$50,000 funds that will be invested in the St. Croix Community Foundation to provide perpetual funding for History room resources/equipment and commented on anticipated programming in the future utilizing the History room resources (lecture series, student class assignments). Gwin realizes there may be restrictions on existing and federal funds and is willing to substitute funding allowing the maximum usage of the funds.

Adjourn

MOTION by Ostby, second by Hipsher, to adjourn the meeting. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 6:55 p.m.