Algonquin Area Public Library District
115 Eastgate Drive and 2600 Harnish Drive, Algonquin, Illinois
Board of Trustees Facilities Committee
September 8, 2022
Minutes

The Board of Trustees of the Algonquin Area Public Library District Facilities Committee convened at 6:00 pm on Thursday, September 8, 2022 at the Eastgate Branch Facility at 115 Eastgate Drive.

Call to Order
The meeting was called to order in the Miller Room of the Eastgate Branch at 6:03pm by Vice President Taylor.

Roll Call
Present: Committee members: Vice President Taylor, President Schaaf, Secretary Sharkey, and Trustee Johnson
Also present: Executive Director Murray, and Youth Services Manager Parmele. There were no visitors.
Trustee Medrano-Sanchez arrived at 6:11pm.

Approval of the June 1, 2022 Facilities Committee Meeting Minutes
The minutes of June 1, 2022 Facility Committee Meeting were reviewed. President Schaaf moved that the minutes of the June 1, 2022 meeting be approved. Secretary Sharkey seconded. The motion passed with no opposition.

Additions to the Agenda
There are no additions to the agenda

Review of RFQ for Architecture Services
Executive Director Murray presented a draft document of a Request for Qualifications for Architectural Services to the Committee. The Committee gave a few suggestions for changes/additions to the document: include a project budget range of $4-6M and include a mention of environmental considerations in the RFQ purpose. The Committee did not make a formal motion to approve the RFQ and will send it to the Board for full approval at the September 28 Regular Board Meeting.

Consideration of a Construction Management Firm
Executive Director Murray presented a contract amendment to the existing contract with Shales McNutt Construction. While the Committee agreed to continue the working relationship with SMC, they requested some clarification of billing rates before approving the contract amendment and therefore did not make a formal motion to approve the amendment and will send it to the Board for full approval at the September 28 Regular Board Meeting.

Update and Discussion of Eastgate Branch Project
Executive Director Murray gave a brief update, which included a timeline from RFQ issue date through construction for the Committee's consideration. The Committee suggested asking the Village of Algonquin for a memo or MOU regarding their public parking plan across the street from the Eastgate Branch.

Adjournment
Vice President Taylor adjourned the meeting at 7:42pm by declaration.

ATTEST:

_____ 12/14/2022
Chair Date