

**West Lafayette Public Board of Trustees**  
**Meeting Minutes**

**Wednesday, September 22, 2021**

The meeting was called to order at 6:32 p.m.

**1. Quorum**

Those attending in person: Jim Knapp, Shelley Lowenberg-DeBoer.

Attending virtually: Anastasia Krutulius, Martha Altschaeffl, Mark Pugh, and Pat Garrott.

Staff, in person at the Library: Nick Schenkel, Scott Tracey

krM: Stuart Godfrey (Virtual attendance)

The Veridus Group: Marc Griffith and Scott Senefeld (Virtual attendance)

Wilhelm construction: Mark Mueller (Virtual attendance)

Foundation: in person at the Library: Jean Sullivan

**2. Consent Agenda:** there was no consent agenda.

**3. Treasurer's Report:** it was noted that 2022 budgets will be ready for approval on October 13.

**4. Old Business**

**a. Report from the Veridus Group:**

- Scott Senefeld reported that street disruption due to work by the City at the corner of Chauncey and Columbia Streets continues to have an unknown completion date; a number of unexpected under-street items continue to be discovered and require a reworking of plans to install new water and waste water pipe infrastructure.

**Report from Wilhelm Construction**

- Matt Mueller noted that construction work to tie in the Library's underground plumbing will occur early next week while street disruption continues with the City's work.

Matt Mueller reviewed significant work accomplished with the Construction Project including the conclusion of masonry on the new addition at the end of this week, beginning glazing and the enclosure of the transformer also scheduled for later this week.

He noted the responsiveness of krM when construction questions arise.

Drywall is scheduled to be hung in the new addition the week of September 20 on the second floor and the week of September 27 on the first floor.

When existing roof top units are removed and new rooftop units are installed in mid-October there are plans for temporary cooling of the building if needed.

Work continues to take place in the Library's existing building, with a focus on 1C (the former Children's Room) and the basement. It is expected that the public areas of 2B (second floor) will be turned back to the Library earlier than expected thanks to work done early.

A punch list for the Teen Room is expected on August 31.

Work to replace the skylight over the grand staircase will require closing the Library for about two weeks in early November. Other necessary work will be done at this time as well.

Weekly reports are sent from Wilhelm on Fridays.

### **Report from krM**

Erin Jennings who is responsible for the FF&E program while Megan Kubick is on maternity leave reported that bids have been let and are expected back to krM on September 24. krM will then take up to three weeks to review the bid results and discuss them with the Library's FF&E committee. The Library Board will be kept informed as reviews happen.

c. **Research for updated camera installations** and upgrades have been received. SLB moved and PG seconded that Camera expenses total no more than \$38,000 with all work included. Approved with all board members voting "aye".

c. **Declaration of surplus items:** none

## 5. New business

- a. **The ARPA grant was accepted by the Library Board;** MP move and PG seconded that the grant in the amount of \$23,503 be accept. All board members voted "aye".

- b. **Bids for audiovisual equipment**

Marc Griffith and Nick Schenkel reported that ERMCO had the most responsive bid of the three bids received on July 28 when considering value engineering and scope. A letter of intent to proceed was sent to ERMCO on behalf of the Library.

We continue to wait to hear if the Library's grant proposal to help pay for AV expenses will be approved by the Indiana State Library; items cannot be ordered until the grant has been approved. We expect to hear by the end of September.

- c. **Parking Garage work for the Fall** - upon a motion by MP and Second by PG the library board approved garage work to proceed yet this Fall, in the amount of : east and west stairs, clean up

## 6. Topics for Future Discussion: None at this meeting.

7. **Adjourn:** Jim Knapp moved adjournment and the meeting was adjourned at 7:05 p.m.

Respectfully submitted,



Martha Altschaeffl, Secretary (NS)

The next Library board Meeting will be on Wednesday, October 13, 2021 at 6:30 p.m.