

West Lafayette Public Board of Trustees

Meeting Minutes

Wednesday, October 27, 2021

The meeting was called to order at 6:31 p.m.

1. Quorum

Martha Altschaeffl called the roll of Library Board Members:

Library Board members attending in person: Anastasia Krutulis, John Meyers, Patricia Garrott, Jim Knapp

Attending virtually: Martha Altschaeffl, Mark Pugh, and Shelley Lowenberg-DeBoer.

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

krM: Stu Godfrey and Erin Jennings, both in person

The Veridus Group: Scott Senefeld (Virtual attendance)

Wilhelm construction: No one

Foundation: in person at the Library: Jean Sullivan

2. Consent Agenda: it was moved by Pat Garrott and seconded by Jim Knapp that the consent agenda be approved. Motion approved.

3. Treasurer's Report: none presented

4. Old Business

a. Report from the Veridus Group by Scott Senefeld:

Work on the exterior of the Library continues. Metal panes will soon be added to the new addition, masonry work is being completed and the roof drains have been set on the new addition as well. Much concrete work is being done and will be done adjacent to the new addition and drains and the gate in front of the transformer will be installed soon.

Work inside the new addition continues with the second floor drywall and paint work continuing similar work on the first floor has begun.

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A discussion about the seemingly small size of the second floor landing (top of the stairs) was had, the Board being assured the space will be larger than it appears now during construction.

Remodeling work on the first and second floors of the existing Library building continues on schedule.

The Board was reminded that 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.

It was noted that garage work, as scheduled, was completed last weekend.

Scott Senefeld also reported that new street disruption due to new work expected by Indiana American Water along West Columbia Street will begin next Tuesday, November 2. Work is expected to continue for about a week and access to the Library and the Library garage will be maintained.

Report from krM by Stu Godfrey and Erin Jennings

Stu noted that discussion about the furniture bids will be entertained later in the meeting.

Report from Wilhelm Construction

There was no Wilhelm Construction representative at the meeting; Veridus had reported earlier in the meeting on their behalf.

Weekly reports are sent from Wilhelm on Fridays.

b. Audiovisual and other construction related work / Cameras

Upon a motion by Jim Knapp seconded by John Meyers, the quote for cameras and camera installation provided by Wireless Networking Solutions was approved by a roll-call vote – all in favor.

Wording was changed/added to the quote before approval, removing “** Customer is responsible for providing PoE ports. **manlift** and AC power if needed. ** “from notes area and adding “**The Library will not accept responsibility for the rental and use of the manlift – that responsibility will be belong to Wireless Networking Solutions Inc. Only Wireless Networking employees will man the lift**”

AV Package

Upon a motion by John Meyers seconded by Pat Garrott, the AV proposal from ERMCO was approved by a unanimous roll call vote.

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

5. **New business**

FFE furniture bids for ordering

Erin Jennings and Stu Godfrey from krM reviewed the furniture and furnishing and equipment bids that had been received and reviewed by krM staff and by the Library's FFE Committee.

Ms. Jennings noted the final bid packages totaled just below the budget allowed for FFE in the building project's overall budget. The total for all four packages was \$354,244.91 plus an additional \$15,000 intended for re-upholstering existing furniture.

Pat Garrott moved and John Meyers moved approval of the four FFE bid packages and the motion was approved by a unanimous roll call vote. The approved bid packages were:

- Business Furniture / Indianapolis \$77,749.17
- KI / Green Bay, WI \$122,087.58
- Hale / Utica, New York \$33,954.40
- Office Works / Fishers, IN \$66,007.45

7. **Topics for Future Discussion** – no new topics were added.

Pat Garrott moved adjournment and the meeting was adjourned at 7:15 p.m.

Respectfully submitted, 

Martha Altschaeffl, Secretary (NS)

The next Library board Meeting will be on Wednesday, November 10, 2021 at 6:30 p.m.

Note: Members of the Library's Furniture Furnishings and Equipment Committee, led by Erin Jennings and assisted by Stu Godfrey adjourned to the Sun Room to continue

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choosing fabrics for the approved furniture packages; this work had begun at 4:45 this afternoon. Their work continued until it was completed approximately at 9 pm.

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