

ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF SPECIAL MEETING
May 16, 2016

OPEN

Joe Suplicki opened the meeting at 6:00 p.m. in accordance with New Jersey Open Public Meeting Act.

Roll Call

Present: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, and Jill Torrento

Absent: Kathleen Policano and Jamie Silverman

Joe Suplicki turned the meeting over to the architect, Jeff Schlett.

Mr. Schlecht explained that the current building plan is the result of directions he was given by his "point of contact." Mr. Schlecht was advised that there was to be a children's addition to be located on the north side of the building. Discussions/suggestions about budget, skylights, HVAC etc were incorporated into the current plan.

Mr. Schlecht reviewed the following with the trustees: schematic design, alterations, renovations/repairs, budget, the schedule to implement the plan, and the impact the work will have on library operations and staff.

- The building plan includes two unisex bathrooms, a relocation of interior spaces, HVAC replacement, roof repair and skylight replacement
- Mr. Trawinski asked that information be shared before meetings
- Mr. Manginelli stated, for the record, that when Mr. Schlecht does anything - plans, blueprints, addendum or adjustments, he needs to solely send the information to Joe Suplicki who will then be authorized to send the information to all of the trustees. All trustees agreed.
- Mr. Trawinski asked that all trustees get full copies of blue prints
- Mr. Trawinski discussed a rehab analysis with Mr. Schlecht
- Mr. Schlecht reviewed the schematic design for the addition
- Mr. Schlecht discussed changes in the building design that were not part of the design discussed in January
- Mr. Schlecht discussed the budget (\$1,526,500) for the addition and renovations. This figure includes a contingency allowance of \$200,000
- Mr. Schlecht discussed the schedule for the project which is contingent upon trustee approval of the schematic. The plan can be ready for bidding by 7/15/2016, for contract award by 8/15/2016, and construction beginning 9/1/2016
- There was a discussion regarding the need to arrange for moving books into storage
- Various code issues were discussed

Joe Suplicki adjourned the meeting at 6:57 p.m.