

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF LIBRARY TRUSTEES  
OF THE VILLAGE OF NORTHBROOK  
Northbrook Public Library Civic Room  
October 21, 2010**

**CALL TO ORDER**

The special meeting of the Board of Trustees was called to order at 7:05 p.m. by Ms. Conat.

**ROLL CALL**

The roll was called by Mr. Eric Robbins.

**Trustees Present:** Ms. Bergstein, Ms. Susan Conat, Mr. Carlos Früm, Mr. Glaubinger, Ms. Miriam Imrem, Ms. Vera Mayer

**Trustees Absent:** Mr. Marc Lonoff

**Staff Present:** Mr. Chadwick Raymond, Mr. Eric Robbins, Ms. Anna Amen

**Guests Present:** None

**PUBLIC COMMENTS**

None

**REVIEW OF ARCHITECTURAL PROPOSALS**

Ms. Conat asked Mr. Raymond to report on his meeting with the representatives of School District 28. Mr. Raymond said that he met with Mr. Hewitt and Mr. Jensen on October 20<sup>th</sup> and that the meeting was encouraging. He said that he reviewed the current parking situation with them and the possible impact of their proposed building project and asked that they consider the Library in their planning. Mr. Raymond noted that the addition of parking adjacent to the Library might mean additional costs to the Library. No decisions were made during the meeting.

Ms. Conat opened discussion of the first floor renovations and asked Mr. Raymond if a new building program document was going to be needed in order to set reconstruction goals. Mr. Raymond said that the existing building plan would need to be reviewed by staff in light of some of the architectural proposals that had been submitted.

Ms. Conat asked if the project architect needed to be selected at the next meeting and whether the Board needed to confer with Mr. Thompson. Mr. Raymond said that Mr. Thompson would be at the next meeting and would be prepared for discussion of the applicants. Mr. Raymond noted that he had worked in the past with both Mr. McCarthy and Mr. Pfeiffer. He also said that Mr. McCarthy is on the board of the Gail Borden Library and their library chose Engberg as their architectural firm. Ms. Conat said that Northbrook's architectural decision would be made at the November meeting, after discussion with Mr. Thompson.

Ms. Conat asked Ms. Amen to talk about the bond process. Ms. Amen said that she had talked with Mr. Rowitz at the Village and he reported that the process wasn't too difficult and it would take about two months once the Library made an official notification. Arbitrage regulations will apply if the bond issuance is greater than 5 million. Mr. Rowitz commented that this wouldn't be a problem since this is a construction project and a spending schedule will exist. The Library will need to present a project plan to the Village. Mr. Glaubinger asked if the Village was intending to go out for a bond issue in the near future and Ms. Amen responded that they recently had, but might go again if the Library decides to go forward with one. She said that the Village received a

2.8% interest rate on the last one, but the rates change daily. Mr. Früm noted that the rate was advantageous and the Library should find out how detailed the plans should be for the Village. Ms. Conat said that Mr. Thompson should be asked about ballpark estimates on designs.

Ms. Conat asked the other Trustees for comments on the design submissions from the three architectural firms. After discussion, the consensus of the Trustees was that that a variation on options A and B from the PSA firm appeared to offer the most beneficial design and budgetary approach to the space issue. Mr. Glaubinger asked if the three firms were of equal size. Ms. Conat answered that PSA was the largest, then Wold and then Engberg. Ms. Bergstein asked if there was any indication of rates by the firms and Mr. Raymond said that there was a standard rate of between 10%-12% of the project cost. The Trustees then looked at some of the initial plans for the first floor renovation which were proposed by Frye, Gillan and Molinaro.

Mr. Raymond said he would contact Mr. Thompson concerning the November meeting. Ms. Conat asked that Mr. Thompson try to work up some project estimates from the PSA plans. Ms. Conat also said that she would like to hear about staff reactions to PSA options A and B.

**ADJOURNMENT**

There being no further business to discuss, Mr. Früm moved to adjourn. Ms. Imrem seconded the motion. The meeting was adjourned at 8:45p.m.

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Susan Conat, President

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Eric Robbins, Recorder