

Oregon Public Library Board SPECIAL MEETING MINUTES

Tuesday, October 18, 2022 at 5:00 PM

Location: Oregon Senior Center, 219 Park St., Oregon, WI 53575

1. **Call to Order:** Jenny Nelson called the meeting to order at 5 PM.
2. **Roll Call:** Present were: President – Jenny Nelson, Vice President – Laura Shtaida, Treasurer – Coral Goplin, Secretary – Carlene Bechen (Village Board Rep), Dr. Leslie Bergstrom (School Board Rep), John Bonsett-Veal, Laura Reese, Library Director – Jennifer Endres Way, Circulation Supervisor – Alicia Fisher (recorder).
3. **Adopt/Amend Agenda:** Bechen made the motion to adopt the agenda as written. Goplin seconded. Motion carried 7-0.
4. **Community Input -** Clarice Dewey offered congratulations and thanks to the board and shared that it has been a joy to watch them work and accomplish all that they have in planning for the new library building.
5. **Discussion and possible action items**
 - a. **New Library Project Bids and 10/17 Village Board Meeting Outcomes:** Three bids were submitted with the total for the low bidder (Tri-North Builders) exceeding the budgeted amount for construction. A construction cost estimate had been completed in August with additional adjustments completed at that time. Nelson reported that at the 10/17/22 Village Board meeting the Village Board unanimously passed a resolution to authorize the Library Board to award the construction contract in the amount of \$12,107,000 to include alternates 1A, 6 and 11. They also approved an initial resolution for the 2023 borrowing which included securing additional funding, if needed. The Village Board approved three bid alternates for a total contract amount of \$12,107,000 for the construction contract: Alternate 1A – Add brick veneer, Alternate 6 – Change 2'x6' ceiling tile to 2'x2' ceiling tile, and Alternate 11 – To include installation of complete solar photovoltaic system. Multiple grant applications are pending and/or being pursued, but if this funding falls short the Village Board committed reallocating up to \$1 million of funds from the Capital Improvement Plan to accommodate the additional funds needed. Shtaida made the motion to award the bid for the construction of the new library to the low bidder, Tri-North, to include alternates 1A, 6, and 11 for a total contract amount of \$12,107,000. Goplin seconded. Motion carried 7-0.
 - b. **New Library Project Budget:** Way shared that the budget for the new library will be adjusted to reflect a reduction in the contingency amount to \$300,000, any income from Ehlers investments, and additional impact fees, per the Village Board meeting. Any additional donations received and grants awarded will also be included. Nelson stated that the MOU will have to be amended to update the project budget amount and what will be done to offset the difference. This will be presented at a future Library Board and Village Board meeting.
 - c. **Exterior Materials Upgrade Option and Related Professional Services:** Way brought samples of brick options for upgrade on lower portion for building veneer. This change requires additional architectural work related to the foundation so needs to be done soon. OPN provided estimate for the additional services of \$15,260. Bonsett-Veal made the motion to approve proposal from OPN to authorize additional professional services for alternate 1A upgrade to brick veneer, with contract terms of our existing contract with OPN to apply. Bechen seconded. Motion carried 7-0.
 - d. **Contract for Construction of New Library:** Way reported that Village Attorney Callan reviewed and made some edits to the construction contract which was included in the packet (AIA A201 & A101 2017) and it is ready to go to the general contractor. Shtaida made the motion to approve the proposed contract (AIA A201 & A101 2017 – general Conditions of the Contract for Construction) as edited by Attorney Callan and included in the bid documents as the form of agreement to be used with the general contractor that is awarded the bid, and to approve any subsequent changes recommend by Attorney Callan or negotiated with Attorney Callan's approval. Goplin seconded. Motion carried 7-0.
 - e. **Next Steps:** Way said Tri-North will be contacted and the contract will be discussed and signed. They will meet to discuss value engineering opportunities and plan possible ground-break ceremony, with hope of breaking ground in November. She will be applying for a solar grant opportunity to offset the cost of and possibly expand the solar array. She will also prepare proposals for A/V services and for furniture. The SCLS building consultant is helping to determine shelving needs and select furniture.

6. Closing and Future Agendas

- a. Next Regular Meeting: Wednesday, November 9, 2022 at 5 PM
- b. Request for future agenda items: none

7. Adjournment: The meeting adjourned at 5:15pm on a Bechen/Shtaida motion. Motion carried 7-0.