

Virtual Special Library Board Meeting Minutes
Wednesday August 12, 2020
8:00 am

Due to the COVID-19 pandemic, the Library Board will hold its meeting as a virtual meeting. The Library Board will **not** meet at the Library. Rather, members of the Library Board and staff will join the meeting by using Zoom via a computer, tablet, or smartphone, or by calling into the meeting using their phones, as described immediately below.

Members of the public can also join the meeting by using Zoom via a computer, tablet, or smartphone, or by calling into the meeting using their phones, as described immediately below.

Topic: OAC Meeting Time: Aug 12, 2020 08:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/6957671486?pwd=aEp0dGRhWGpVQnp2RG11blpydHYyUT09>

Meeting ID: 695 767 1486 Passcode: 081540

One tap mobile

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Dial by your location

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Find your local number: <https://us02web.zoom.us/u/kdVPNY33Ba>

Opened at 8:03

Present: Bullette, Craft, Leary, Ott and Director Williams, John Regenerus and Al Fischer from JKC Builds, Tina Gordon and Ray White from Dimension IV

Review and Discuss

- Preconstruction topics
- Contract is in review, draft to contractor ASAP
 - Hours of operation 9-7 M-R, 9-4 F and Sat plus 1 hour for cleaning; demolition and noisy activities will occur over night, less noisy activities during the day
 - COVID-19 precautions-JKC has a COVID-19 plan, will use maintenance entrance, will clean all entrance hardware and porta potties each day, will do temperature testing of employees who enter the building, copy of plan will be provided to Director Williams

- Location of portable restrooms-staff restroom needs its' own handwashing station and will be located on patio outside of children's room
- Meet monthly by Zoom, Al will be on-site most work days, John will be there some days as well
- Construction documents- shop drawings are being exchanged, contract permit under way
- Communications: Emailed to Dimension IV and to Williams, Williams will update Board weekly or more often as needed, plan interpretation questions should be funneled through Dimension IV (to both Ray and Tina)
- Construction schedule: Staff restroom first, Will do main bathroom starting the end of September when all materials are in, moving fire alarm panel will be done the night of August 19, Al will check in and look at area on Monday, August 17
- Pay applications: will probably only be 2 pay applications which will be signed and approved by Dimension IV, Williams will submit to Village for check
- Submittal procedures- shop drawings are being emailed
- On-site issues-use low VOC pvc cement, dumpster location, Al and Director Williams will walk through locations for dumpster and porta potties. May use existing dumpster and have it emptied more frequently rather than bringing on additional dumpster. Will look at parking area for contractor. Deliveries will be scheduled to minimize blocking drive-through lane
- Project close-out-punch list after substantial completion, review paper and/or pdf manuals for the equipment, training on items such as recirculation pump and door hardware
- 2 stall partition color samples will be provided

Jessica will attached bar graph of schedule and other items from JKC Builds to minutes as we reviewed them during the Zoom meeting but did not have them in electronic format.

Future Agenda Items

Motion to Adjourn made at 9:01

Motion was seconded

Result of Vote-all in favor