

ADDISON TOWNSHIP PUBLIC LIBRARY
New Building Committee–Meeting Minutes

MONDAY, April 8, 2019

CALL TO ORDER:5:05pm

MEMBERS PRESENT: James Elsarelli, Jaema Berman, Bruce Kubacki

Public Present: James Ratliff (The Alan Group), John Danckaert, James Baldiga, Gene Louwaert, Ron Rader (TDG Architects)

APPROVAL OF THE AGENDA:February 4th meeting minutes will be approved at the next regular meeting

BUSINESS:

- Public concern – Waste management
 - James Elsarelli presented service times for 3 different potential waste management providers that could be used for the new building. Adding foliage along the property line for adjacent neighbors will also be considered to help provide a barrier for noise and vision.
- Architectural services update
 - Reviewed project program from TDG and basic building elevations.
 - Building committee will provide historic photos to TDG so township history can be considered with the new building exterior.
 - TDG discussed the possibility of changing the building position slightly to help with East/West exposers.
- Construction management updates
 - The Alan Group will prepare an updated conceptual budget based on the building elevations provided by TDG.
- Attorney for construction issues
 - The suggestion to proceed with Jonathan Crane (construction attorney) was approved by the library board.
 - J. Crane will be used to review the contracts for The Alan Group and TDG Architects.
- Archive binder
 - JE presented a binder containing all the information from the Architectural service RFP. The binder will remain at the library for project records. JE stated similar binders will be created for all RFP's.
- Task tacking form
 - JE created a form that will be used to track tasks for the building committee and also use the form to send reminders about tasks that are due.

PUBLIC FORUM: None

ADJOURNMENT: 6:23pm

NEXT MEETING: May 6th, 2019

Prepared by: J. Elsarelli