

ADDISON TOWNSHIP PUBLIC LIBRARY
New Building Committee– Meeting Minutes
MONDAY, August 5th, 2019

CALL TO ORDER: 5:06pm

MEMBERS PRESENT: James Elsarelli, Jaema Berman, Ben Soave

PUBLIC PRESENT: Laura Johnson, Mary Frost (library board vice-president), James Baldiga (library board president)

APPROVAL OF THE AGENDA: Approved as written

BUSINESS:

- Architectural services update
 - Results from meetings with staff on interior layout
James Elsarelli presented an interior layout that was developed by the staff members who were able to attend the two meetings that were set up. The layout was provided to the architect (TDG Architects) for consideration on the interior layout. It was determined that a third meeting (final meeting) needs to be set up for the architect to attend along with all the staff members.
 - Meetings to be setup
Two meetings with the staff for input on the interior layout have been completed. Not all staff members were able to attend the same meeting. One last meeting (third meeting) will be set up to try and get all the staff members to attend and compile all the input.
 - Brick, Block and Tile incorporation
Samples that were believed could be used for exterior brick siding were found to be not acceptable for that type of use. Samples that have been shown are brick pavers (for walkways) and tiles. Engraving the face of a brick is possible but will limit the size and amount of text for each brick. James B. expressed that we need feedback for new ways to include the engraved bricks into the building exterior. To help minimize the current options, the 8x8 tiles will be removed from the choices.
Additional points were brought up to help with funding, such as, allowing the naming of a building “wing” for large donations. A time capsule was also another idea brought up.
James E. will reach out to TDG Architects for suggestions on how donations can be included into the building exterior and what experience/suggestions they might have.

- Construction management updates
 - Update on signed contract
Still need contract agreed on and signed. Review of the contract will be done with a different construction attorney. John Crane is retiring and will no longer be able to support the project.
 - Review updated site plan from NFE
Latest site plan revision shows building and parking lot more closely located to Rochester rd. Site plan includes the “offset” building layout. Parking lot includes two entrances.
 - Review revised project budget
Project budget was increased slightly based on feedback from contractors for the site work that needs to be performed. The conceptual budget was with 10% of the received contractor estimates. The current project budget is around \$1.35M.

- Creating a contractor portfolio
 - Updates
No updates

- Continuing progress
 - Construction attorney
John Crane will be retiring and not able to support the project with construction attorney topics. James Elsarelli would like to proceed with one of the other construction attorneys that was reviewed when choosing who to work with. James E. suggested to work with Carthew Law. It was agreed to proceed with Carthew Law and no need for board approval. Cost will fall within the directors approved amount to spend.

PUBLIC FORUM

Board members presented the feedback received during the Strawberry Festival (Leonard, MI) at the new building display. Feedback was positive and seemed to have support for the new building project. Found some residents also not aware of the progress.

ADJOURNMENT:6:01pm

NEXT MEETING:September 9th, 2019 (5pm)

Prepared by: J. Elsarelli