

**VILLA PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Villa Park Public Library (Conference Room)  
Special Meeting  
November 18, 2017 @ 9:00 a.m.**

**Call to Order:** President Pat Hubbard called the Special Meeting of the Villa Park Public Library Board of Trustees to order at 9:01 a.m.

**Trustees Present:** Steve De La Rosa, Tammy Hensley, Pat Hubbard, Wanda Koeller, Dianne Luebker, and Mark McCleary.

**Trustees Absent:** Lydia Hodges.

**Introduction of Visitors:** Graham Harwood, CCS International ; Jim McConachie.

**Public Participation:** None.

**Report of the Board President:** Hubbard indicated the Building Committee has met a couple of times since the last Board meeting.

**Library Directors Report:**

Hill and Harwood provided the Board with an update on the abatement project scheduled for December.

[De La Rosa arrived at 9:10 a.m.]

The abatement work will be done in three phases. The second floor will be worked on first with the first floor being worked on later on in the month. The third phase will occur when the network servers are relocate, some months from now.

Regarding the main building project, Harwood indicated there was no reason not to get the main building project done in two phases. Hill indicated it would mean that we would need to exist in approximately 8,000 square feet per floor during each phase of the project. Work continues on the detail design aspect of the project.

Acceptance of Agreement with Husar Abatement, Ltd. Franklin Park, IL for removal of floor tiles on the first and second floors. The Husar Abatement's bid was for \$36,600. McCleary moved to approve the proposal. Luebker seconded the motion. A Roll Call vote of the six members in attendance was taken: Yes-6; No-0; Abstain/Present-0. Motion carried.

Disposal of Library Furniture and Equipment. McCleary moved to dispose of seven computers, one monitor, three display bins, one book shelf, one counter/cabinet unit, and six staff chairs. Luebker seconded the motion. A Roll Call vote of the six members in attendance was taken: Yes-6; No-0; Abstain/Present-0. Motion Carried.

**Planning of Future Meetings:** Next regular Board meeting is scheduled for November 29. The Staff Recognition/Holiday Dinner is scheduled for December 8. The December Board meeting is scheduled for December 27. Hensley remarked she would not be able to attend the December meeting.

**Around the Table:** Hensley indicated she would be visiting her family in Tennessee. Koeller stated she read to the preschool class at Iowa for the Kiwanis Club; McCleary reported his family will get together after Thanksgiving for their annual hard candy making. Hubbard would be

attending her son-in-law's parents' 50<sup>th</sup> wedding anniversary celebration. Harwood indicated he would be visiting England soon.

**Adjournment:** McCleary moved the meeting be adjourned. De La Rosa seconded the motion. The Special Meeting of the Library Board of Trustees of the Villa Park Public Library was adjourned at 9:40 a.m.

Submitted by:

Sandra Hill  
Recording Secretary