

PUBLIC/LEGAL NOTICE

*The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on February 16, 2022 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.*

*In accordance with Governor Pritzker's Executive Order No. 2021-20, all persons who are over the age of 2 who are medically able to tolerate a face covering (a mask or cloth face covering) must cover their nose and mouth when in the public space. Meeting attendees shall comply with social distancing guidelines and room arrangements. Public Comment Prior to the Meeting: Citizens may provide public comment via email: [library@lislelibrary.org](mailto:library@lislelibrary.org) or via the USPS mail addressed to: Public Comment/Administration, 777 Front Street, Lisle, IL 60532, by 3:00 pm on the meeting day. Submitted comments will not be read aloud. Comments will be provided to the Board prior to the regular meeting and will become part of the meeting record.*

*The LLD records all regular Board meetings. Any person who has a disability requiring accommodations to participate in this meeting should contact the Lisle Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.*

LISLE LIBRARY DISTRICT  
BOARD MEETING  
February 16, 2022 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak - general public comment period
3. Assignments for reviewing monthly accounts payable
  - a. Vice President Swistak and Trustee Wynn reviewed the January billings in February
  - b. Trustee Sullivan and Trustee Turner will review the February billings in March
4. Consent Agenda - Action Required
  - a. Approve Minutes of the January 19, 2022 Board Meeting
  - b. Acknowledge Treasurer's Report, 01/31/22, Investment Activity Report, 01/31/22, Current Assets Report, 01/31/22, Revenue Report, 01/31/22, and Expense Report, 01/31/22
  - c. Authorize Payment of Bills, 02/16/22
5. Unfinished Business
  - a. Capital Improvement Project
    - i. Monthly Project Status Update - CCS Report
    - ii. SNHA Furniture Update Presentation
    - iii. Workstation Furniture Bid Package Award Recommendation - Action Required  
Approval to award and enter into an agreement with Interior Investments for the FF&E Workstation bid package, with Board President as contract signatory to the contract
    - iv. Title Company Escrow and Payment Process - Action Required  
Approval to enter into an agreement with Chicago Title and Trust Company for Construction Escrow Trust Setup and Payment Disbursing
    - v. Construction Material Testing Services Recommendation - Action Required  
Approval to award the Construction Material Testing Services scope of work.
    - vi. Moving Services Award Recommendation - Action Required  
Approval to award and enter into an agreement Hallet and Sons for Library Moving Services, with Board President as contract signatory to the contract.
    - vii. Director and Board of Trustee Change Order Approval Thresholds - Action Required  
Approval of the following change order approval thresholds and procedure:
      - Change orders which increase or reduce the original contract price by \$9,999.99 or less may be approved and signed by the Library Director.

- The Library Director is authorized to issue the statutory written determination for change orders which increase or reduce the original contract price by \$10,000.00 to \$24,999.99 and may approve and sign the change order.
  - Change orders over \$25,000 must be approved by the Library Board.
- viii. Planned Library Closure - Action Required  
Approval to close the Library for Phase 1 Abatement on March 17, 2022 and March 18, 2022.
  - ix. Ground Breaking Ceremony Discussion
6. Committee Reports
    - a. Finance
    - b. Personnel and Policy
    - c. Physical Plant
    - d. Advocacy and Outreach
  7. Staff Reports
    - a. Director's Report
    - b. Assistant Director's Report
  8. New Business
    - a. Director Evaluation Process: Discussion - LLD Personnel & Policy Chairwoman Swistak
    - b. Semi-annual review of executive session minutes - Action Required  
Six month review of executive session minutes to release or to remain closed.
    - c. Review of executive session recordings more than 18 months old - Action Required  
Six month review of executive session recordings to retain or destroy.
  9. Executive Session
    - a. 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06
  10. Opportunity for Trustee comments (five minutes)  
Bartelli, Larson, Norton, Sullivan, Swistak, Turner, Wynn
  11. Adjourn