

**COMMITTEE OF THE WHOLE MEETING
GLENCOE PUBLIC LIBRARY BOARD OF TRUSTEES
WEDNESDAY, SEPTEMBER 18, 2024 – 7:00 P.M.
FORTE ROOM
320 PARK AVE, GLENCOE, ILLINOIS 60022**

APPROVED MINUTES

1) CALL TO ORDER:

President Parfitt called the meeting to order at 7:07 p.m.

2) ROLL CALL:

The following Trustees were present: Jim Fiffer, George Krafcisin, Linda Lin, Roger Parfitt, Michael Pope, Beth Schencker and Nan Weiss-Ham. Present were library management team members Danny Burdett, Ann Finstad, Becky Halcli, Grace Hayek, and Andrew Kim, Executive Director. Also present were Friends Board President Marti Wick and library staff member Jeff D’Anastasio. Guests from Skidmore, Owings & Merrill were Adam Semel, Jason Fisher, and Brie Voetberg.

3) PUBLIC COMMENT:

There were no public comments.

4) PRESENTATION OF MASTER SPACE PLANNING PROGRESS BY SKIDMORE, OWINGS & MERRILL (SOM):

The presentation was organized into two main parts:

1) Cost Estimate Review

The Cost Estimate overview explained and made distinctions among the hard costs for the small, medium, and large renovation options. Hard costs (labor, materials) were estimated to be 75% of the total expense, with soft costs (permits, fees, engineering, project management) comprising the remaining 25%.

2) Factors in Costs

Within the hard cost estimates, SOM broke down the cost categories by the following percentages:

Overhead	16%
Design	20%
Phasing Factor	3%
Escalation	8.75%

After the presentation, the Board had the opportunity to pose questions to SOM related to the cost estimates and the factors. The Trustees agreed to exploring the large renovation, which includes a complete renovation of existing spaces and additions to the southeast and southwest corners of the building. The additions

are an expansion of the Forte Room and Children's Department (southeast) and a large programming space (southwest).

The Trustees also discussed options for financing the renovation and anticipated preparation for the public presentation of the project (October 14 at 7:00 p.m. in the Johnson Room).

5) ADJOURNMENT:

President Parfitt adjourned the meeting at 8:21 p.m.

Respectfully submitted by Jeff D'Anastasio