**BOARD OF LIBRARY TRUSTEES**

**Special Board Meeting Monday, June 7, 2021/ 7:00 pm**

**Minutes**

**Call to Order**

 President Jackson called the Special Board of Trustees Meeting dated for 6/7/21 to order at ***7:02pm***

**Roll Call**

 Present: [Trustees] Jackson, Copeland, Gonzalez, Sorrell, Fields & Collins

Also Present: Attorney D. Baumann, Administrative Librarian - Allyson Withers and Business Manager – Lisa Mwesigwa (7:41pm)

Absent: Trustee Wallace-Culp

**Introduction of Visitors and Public Comments [visitors please only take 2 minutes]**

 [None]

**Unfinished Business**

Interview of LVT Commercial Tile Companies (Action Item)

1. Flooring America – Mr. Warren Armstrong (7:00 pm to 7:25 pm)

Presentation made by Warren Armstrong and Rick (owner) - Points made as follows:

* They patch with Rdex not concrete, which is above the standard skim coat. Rdex will not release from glue and is above the standard skim coat. It also is used and not too thick so grooves will not produce.
* Workers usually begin work about 7am or 7:30am
* If material is available, more than likely could begin the work after Fourth of July weekend.
* Project would take about 1 week (M. – F) to complete and would require about 2 to 3 workers.
* The warranty of labor – a lifetime
* Manufacturer Warranty – whatever Shaw Tile provides.
* Would have transitional moldings
* The workers would clean up after project
* The tile can’t be mopped until 24 hours afterwards
* Board would have to let them know the direction of the tile
* Would have our I.T. persons to unhook the I.T. items
* Once library would present tax exemption, the tax would be removed from proposal which is ($543.31) **{$11,708.54 final figure}**
1. Johnson Floor Company – Mr. Michael Johnson (7:45 pm to 8:10 pm)

Presentation made by Michael Johnson – Points made as follows:

* Mr. Johnson reviewed the scope of the project which would be to remove the carpet, prepare the sub-floor, install Shaw LVT (dark grey)
* There would be an allowance to move furniture
* They would skim coat.
* They would take away debris on their trucks.
* Use Shaw’s adhesive.
* They are insured by Iowa Mutual and can produce a Certificate of Insurance
* They would probably only need 2 workers that would take 1 week. – 5 days.
* The tile does not require waxing
* You can’t clean the tile for 72 hours
* Need 24 hours before items are set back on tile.
* The workers will clean up after themselves
* Air monitoring for dust is extra
* They use a vacuum over the sander
* They wanted to contact Studio GC to see if they had to test for moisture. A. Withers found out from them that they did not need to do so.
* Board asked for a more detailed breakdown of the cost.
* They would cover large furniture items with plastic and would have the I.T. people unhook the I.T. items.
* Broken/cracked concrete would have to fill in and patch.
* Full Payment would have to be 30 to 60 days.
* Usually have a 7am start of workers.
* 15 year material defect manufacturer warranty
* Johnson Flooring provides the standard one-year warranty from the date of installation completion.
* They stated that they know the light grey tile is available now and the dark grey would be available mid-June, last time they checked.
* Johnson never placed tax in their proposal to start.

A motion was made by Trustee Sorrell and seconded by Trustee Fields to move *Item V*. to *Item IV.B* place on the agenda, while waiting for the second flooring company to come on the Zoom Meeting.

Ayes: [Trustees] Copeland, Gonzalez, Sorrell, Fields, Collins & Jackson

Nays: None

Motion Passed: 6 – 0

**New Business**

1. Village Request (Action Item)

A motion was made by Trustee Sorrell and seconded by Trustee Copeland to not make a donation to the Village at this time for the fireworks event, due to other obligations.

Ayes: [Trustees] Copeland, Gonzalez, Sorrell, Fields, Collins & Jackson

Nays: None

Motion Passed: 6 – 0

**Executive Session – 5 ILCS 120/2 (c) (1-21)**

 **President’s Message**

 **Adjournment**

  **Response to Roll Call:**

 A motion was made by Trustee Copeland and seconded by Trustee Gonzalez to adjourn the 6.7.21 Special Board Meeting.

Ayes: [Trustees] Copeland, Gonzalez, Sorrell, Fields, Collins & Jackson

Nays: None

 Motion Passed: 6 – 0

President Jackson adjourned the 6.7.21 Special board Meeting of Trustees Meeting at ***8:23pm***.