

Board of Trustees  
Antioch Public Library District  
Agenda for Regular Meeting December 28, 2021, 7:00pm  
in the Phyllis Ann Kakacek Board Room

- I. Call to order/attendance, roll call & declaration of quorum
- Action* II. Secretary's report/approval of minutes of last meeting
  - A. November 30, 2021 Board meeting
  - B. November 22, 2021 Renovation and Expansion Committee
- Action* III. Approval of bills and payroll
- Report IV. Treasurer's report
- Report V. President's Comments
- Report VI. Notices and Communications
  - A. Laura K. Lawless Donation and E-mail
  - B. Letter from the Office of Representative Lauren Underwood
- Report VII. Library Director's Report
  - A. Overview of Reports
    - i. 2020-2021 Annual Report
    - ii. Per Capita Grant Report
  - B. Personnel Changes
    - i. Thea Walker, Children's Associate hiring
- Action*
- VIII. Public Comment
  - Report A. Board Corner
  - Report B. Citizen's Comments
  - Report C. Staff Comments
  - Report D. Friends Report
- IX. Unfinished Business
  - Report A. Capital Improvement Project: Progress, Furniture Design, Budget & Upcoming Activities Update
  - Discussion B. Capital Improvement Project: Alternate Approval Discussion
  - Action* C. Capital Improvement Project: Alternate Approval(s)
    - i. Approval to award the alternate #3 for work in the Lower Level Serving Room 016 to Henry Bros. Company in the lump sum bid amount of \$15,000.
  - Discussion D. Capital Improvement Project: Director and Board of Trustee Change Order Approval Threshold Discussion
  - E. Capital Improvement Project: Change Order Approval Thresholds: Approval of the following change order approval thresholds and procedure:
    - Action* i. 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.

*Action*

ii. 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 \$19,999.99 and may authorize and sign the change order with the approval of the Library Board President, or Renovation and Expansion Committee Head.

*Action*

iii. Change orders over \$20,000 must be approved by the Library Board.

F. Capital Improvement Project – Action Required – Henry Bros.  
Pay Application #1 Approval

*Action*

i. Approval to issue payment for Henry Bros. Company Pay Application #1 in the sum of \$111,280.

X. New Business

*Action*

A. By-Laws of the APLD Board of Trustees

*Action*

B. PMPER4: Job Posting

*Action*

C. Marketing and Communications Associate job description

XI. Closed Session

A. Library Director's Evaluation

XII. Adjournment