

**HOMER TOWNSHIP PUBLIC LIBRARY**  
**Board of Trustees**  
**Special Meeting – December 19, 2022**

**CALL to ORDER / PLEDGE**

President Klunk called the meeting to order at 8:00am, followed by the Pledge of Allegiance.

President Klunk noted that this Special Meeting is Pursuant to IL Governor's Dec. 8, 2022 Government Declaration Order #2022-23.

**ROLL CALL**

**Trustees Present**

Jane Klunk, President (Zoom)  
Dr. Phyllis Dahlstrand, Vice President (Zoom)  
Cindy Bochenek, Secretary (Zoom)  
Kitty Mitchell, Treasurer (Zoom)  
Clare Lund (Zoom)  
Dr. Eileen McCaffrey (Zoom)  
Dr. Rita Woods (Zoom)

**Staff Present**

Sheree Kozel-La Ha, Executive Director  
Alex Annen, Assistant Director  
Carol McSweeney, Business Manager  
Patti Nakutis, Administrative Assistant

**OPPORTUNITY for PUBLIC COMMENT**

No public in attendance.

**NEW BUSINESS**

President Klunk acknowledged Isela Catania; Senior Interior Designer – Engberg Anderson, and Dan Eallonardo; Library Consultant – Independent Construction Services.

Dan provided a Renovation and Expansion Overall Project Budget with one update. He noted that the revised total amount includes a contingency. This Special Meeting allows the Library the opportunity to meet end of the year furniture cost deadlines without costly end of year price increases, as noted within several proposals. Furnishing are for the new additions and interior space. Eallonardo's recommendation was to decline Package 6 (reupholstery) as this can be undertaken for a cost savings.

**Award Furnishing Bids for Packages 1–6**

Vice President Dahlstrand made a motion to award Package 1 for the Furnishings-Modular Desk to LFI in the amount of \$42,795.00. Trustee Mitchell seconded the motion. A roll call vote was taken. All in favor, motion passed.

Vice President Dahlstrand made a motion to award Package 2 for the Furnishings-Haworth to BOS in the amount of \$38,625.68. Trustee McCaffrey seconded the motion. A roll call vote was taken. All in favor, motion passed.

Vice President Dahlstrand made a motion to award Package 3 for the Furnishings-KI to KI in the amount of \$36,052.13. Trustee McCaffrey seconded the motion. A roll call vote was taken. All in favor, motion passed.

Trustee Mitchell made a motion to award Package 4 for the General Furniture to Henricksen in the amount of \$109,082.22. Vice President Dahlstrand seconded the motion. A roll call vote was taken. All in favor, motion passed.

Vice President Dahlstrand made a motion to award Package 5 for the Bookstacks – Shelving & End Panels to LFI in the amount of \$42,653.00. Trustee McCaffrey seconded the motion. A roll call vote was taken. All in favor, motion passed.

Vice President Dahlstrand made a motion to decline Package 6 for reupholster (Henricksen). Trustee Woods seconded the motion. A roll call vote was taken. All in favor, motion passed.

**Establish 5% Contingency Line**

Vice President Dahlstrand made a motion to add a 5% contingency line in the amount of \$13,460.50. Trustee Mitchell seconded the motion. A roll call vote was taken. All in favor, motion passed.

**Authorize Executive Director to proceed**

Vice President Dahlstrand made a motion to authorize Executive Director Kozel-La Ha to proceed on all of the above. Trustee Mitchell seconded the motion. A roll call vote was taken. All in favor, motion passed.

**ADJOURNMENT**

At 8:13am Trustee Mitchell made a motion to adjourn. Trustee Bochenek seconded the motion. A roll call vote was taken. All in favor, motion passed.

Respectfully submitted,

*Patti Nakutis*

Administrative Assistant