

Normal Public Library  
Minutes of the Board of Trustees  
Special Board Meeting  
March 13, 2012

Members present: Joan Steinburg, President, Pamela Lewis, Jess Ray (arrived 12:04), Susan Lash, Charles Sila and Brian Chase, Library Director. Absent: Karl Sila, Herb Reichelt.

Ms Steinburg convened the meeting at Noon.

Mr. Sila moved to accept the agenda as presented. Ms Lash seconded. The motion passed 4-0.

Mr. Chase distributed and explained the network improvements, phone system improvements and HVAC assessments and costs.

Discounted costs for Network improvements are projected to be no more than \$30,000 by upgrading in conjunction with the Town upgrade project.

It was proposed that the library join with the Town of Normal in a switch to a town wide VOIP system. This system is estimated to cost less than \$25,000.

The HVAC system and plumbing are in need of repair. Mr. Chase proposed hiring Dewberry to provide an assessment of the HVAC system for \$2,400. For an additional \$800 and assessment of the plumbing system can be included.

Discussion followed.

Ms Lewis moved that the library move forward with network improvements in conjunction with the Town of Normal at a cost not to exceed \$30,000. Mr. Sila seconded. The motion passed 5-0.

Ms Lewis moved that the library move forward with phone system improvements in conjunction with the Town of Normal VOIP system at a cost not to exceed \$25,000. Mr. Sila seconded. The motion passed 5-0.

Ms Lewis moved that the library hire Dewberry to provide an assessment of the HVAC and plumbing systems at a cost not to exceed \$4,000. Mr. Sila seconded. The motion passed 5-0.

The meeting was adjourned at 12:20.