

July 9, 1975

Mr. T.A. Kamis Jr.
Perkins & Will
309 West Jackson Blvd.
Chicago, IL 60606

RE: Bellwood Library

Dear Mr. Kamis:

Persuant your request we have enclosed a recap of the proposed savings on the above captioned project.

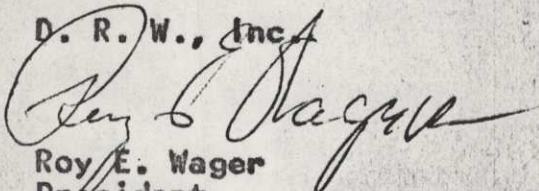
I would also like to take this opportunity to inform you that it will be impossible to save the existing Locust tree North of the new addition, due to the necessary overdig and the root system of the tree.

Therefore, I have included on my proposal sheet the cost of enlarging the size of the new addition.

If you have any questions regarding any of the above, please contact us.

Very truly yours,

D. R. W., Inc.


Roy E. Wager
President

cc: A. Prbel
W. Cummings
R. Noble

C

O

P

Y

BELLWOOD PUBLIC LIBRARY

SCHEDULE OF PROPOSED COST SAVINGS

- C
O
P
1. Eliminate taping and painting of walls in Rooms #003 and #005 Deduct \$ 321.00
 2. Eliminate painting on gutters and downspouts.. Deduct \$ 150.00
 3. Substitute lighting fixtures by L.P.I. in lieu of Globe Deduct \$ 695.00
 4. Substitute precast floor slab and topping in lieu of poured in place Deduct \$ 200.00
 5. Eliminate laminated beams and boxing of beam extensions Deduct \$ 1300.00
 6. Substitute single zone heating/air conditioning in lieu of three-zone system Deduct \$ 9477.00
- TOTAL PROPOSED SAVINGS \$ 12,143.00

PROPOSED BUILDING REVISIONS REQUESTED BY THE OWNER

- Y
1. Revise enclosure for Stair #102 from redwood siding on frame construction to brick and concrete block back-up - No Change.
 2. Provide handrail on both walls of stair #102 - No Change.

PROPOSED BUILDING REVISION

1. Revise size of building addition by extending North wall of proposed addition North to line up with North wall of main building. This would add approximately 120 sq. ft. on each floor to space in rooms #001 & #100; with additional lighting and other floor and wall finishes as specified for adjacent surfaces..... Add \$ 6085.00

FILE

To: Tom Kamis ✓
From: Bill Cummings
Origin: CAO
Date: 15 July 1975

Re: Bellwood Public Library
Copies to: Rod Noble

Perkins & Will

Office Memorandum

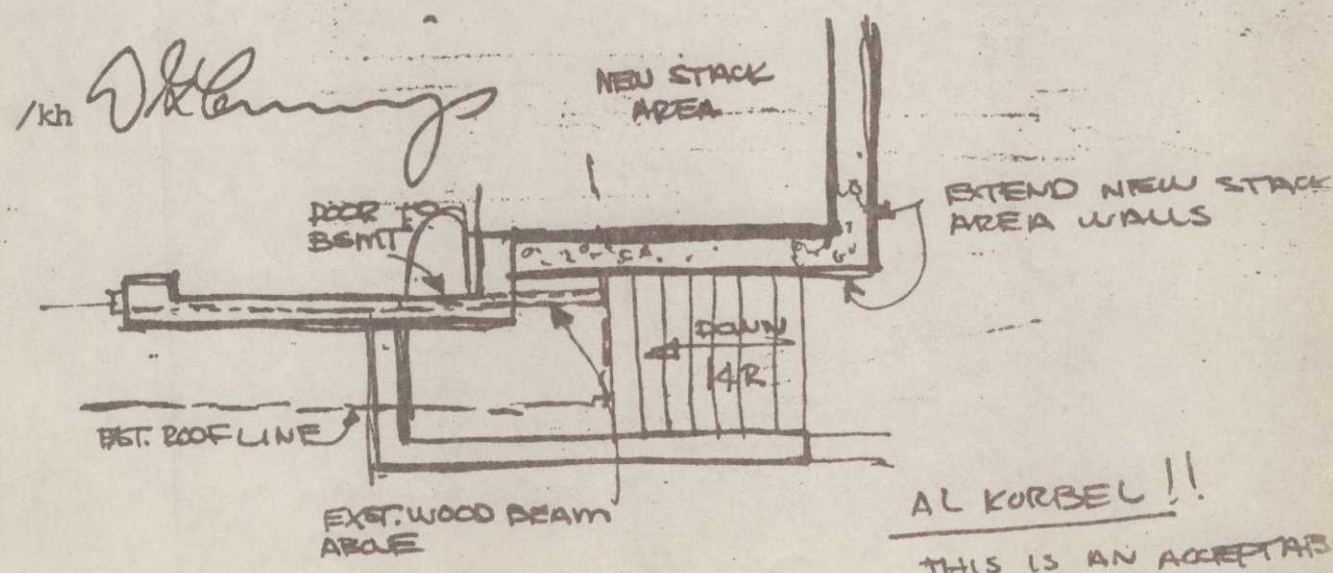
I note that in Roy Wager's July 9 letter, the extension of the addition northward is included for an additional \$6,085. As I discussed with you a few weeks ago, Al Korbel has always pressured us to recommend this additional area. We never did because:

$300 \text{ sq. ft.} = \$20 \text{ psf}$

1. The additional 120 sq. ft. is not a significant amount of area, and Al Korbel could not justify the need for the few additional volumes this space would accommodate; and
2. Architecturally, to construct this north wall flush with the existing one will be quite unattractive because of the difference in age of the brick and mortar, the keying in that will be required, and the rather clumsy visual affect produced by aligning these two walls. The locust tree was never the major reason for our recommendation.

I believe that our position on this item now should be the same as before. Also, the unit cost for this additional area is in excess of \$40.00 per sq. ft.

20 psf



AL KORBEL !!

THIS IS AN ACCEPTABLE SOLUTION ARCHITECTURALLY WHICH WE WOULD RECOMMEND.

7/16/75 Takam

VILLAGE OF BELLWOOD - LIBRARY SPECIAL BUILDING FUND

FINANCIAL REPORT - July, 1975

Balance per books, checking account, July 1, 1975	\$ 1,767.98
DEPOSITS:	
	-0-
Disbursements for July, 1975	<u>-0-</u>
	\$ 1,767.98

BANK RECONCILIATION

Balance per checking account bank statement	\$ 1,767.98
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<u>SAVINGS ACCOUNTS:</u>	<u>OPENING BALANCE</u>	<u>DEPOSITS OR (WITHDRAWALS)</u>	<u>CLOSING BALANCE</u>	
Bank of Bellwood	1,731.25	750.00 ** 213.54 **	2,934.51	
Bank of Bellwood	25,000.00		25,000.00	*1
Bank of Bellwood	<u>50,000.00</u>		<u>50,000.00</u>	*2
	\$76,970.97	\$963.54	\$77,934.51	<u>\$77,934.51</u>
			<u>GRAND TOTAL</u>	<u>\$79,702.49</u>

- *1 - Cert. of Deposit matures 8-17-75
- *2 - Cert. of Deposit matures 9-6-75
- ** - Interest

Treasurer

AGENDA - LIBRARY BOARD MEETING - - JULY 16, 1975

1. Call to order
2. Roll call
3. Reading of minutes, June 18, 1975
4. Review or revision of agenda as appropriate
5. Finance Committee Reports
 - A. Financial Report - June, 1975
 - B. Comparative Statement - June, 1975
 - C. Reports of Bills #260 and #260-A
 - D. Financial Report - Special Building Fund, June, 1975
 - E. Transfer of Funds
6. Communications
 - A. Hall use
 1. Human Relations Commission
 2. Proviso Coordinating Council
 - B. Chamber of Commerce Golf Outing and Dinner - Thurs., Aug. 7th
7. Library Directors Report - June, 1975
8. Other Committee Reports
 - A. Administration
 1. Personnel
 2. Dental coverage on Hospitalization Insurance
 - B. Building and Grounds
 1. Hot Water Heater
 2. Shelving
 3. Track Lighting
 - C. Planning and Development
 1. letter from DRW Co. to Perkins and Will
 - D. Public Relations & Legislation
 - E. Library Systems
9. Old Business
10. New Business
11. Adjournment

MINUTES OF THE JUNE 18, 1975 MEETING OF THE
BOARD OF DIRECTORS OF THE BELLWOOD PUBLIC LIBRARY

The regular meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:10 P.M. on Wednesday, June 18, 1975 in the library meeting room. Present were Mrs. Kaiser, Mrs. Bergo, Miss Olson, Mrs. Clifford, Dr. Fletcher, Mr. Gallagher and Mr. Korbel. Mr. Katusic was absent.

The minutes of the May 21, 1975 Annual and Regular meetings were read. A motion was made by Mrs. Kaiser and seconded by Mrs. Clifford that these minutes be approved as submitted. Unanimously approved by the board.

The Financial Report for the month of May, 1975 was submitted. A motion was made by Miss Olson and seconded by Mrs. Bergo that the report be approved as presented. Unanimously approved by the board.

The Comparative Statement of Budget and Expenditures for the month of May, 1975 was received and placed on file.

The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

No. 259 in the amount of \$7,806.49
No. 259A in the amount of \$10,610.32

A motion was made by Mrs. Bergo and seconded by Mrs. Clifford that the President, Secretary and Village Treasurer be authorized to issue voucher checks in payment of the bills presented at this meeting. A roll call vote was taken: Mrs. Clifford, aye - Mrs. Bergo, aye - Dr. Fletcher, aye - Mrs. Kaiser, aye - Miss Olson, aye - Mr. Gallagher, aye. Unanimously approved by the board.

Mr. Katusic arrived to attend the meeting at 8:30 P.M.

The Special Building Fund Financial Report for the month of May, 1975 was presented. A motion was made by Mrs. Bergo and seconded by Miss Olson that the report be accepted as read. Unanimously approved by the board.

Special Building Fund Report of Bills #SBF-4, copy of which is included as part of these minutes was presented. A motion was made by Mrs. Bergo and seconded by Mrs. Clifford that the President, Secretary and Village Treasurer be authorized to issue voucher checks in payment of the bills presented at this meeting. A roll call vote was taken: Mrs. Clifford, aye - Mrs. Bergo, aye - Dr. Fletcher, aye - Miss Olson, aye - Mrs. Kaiser, aye - Mr. Katusic, aye - Mr. Gallagher, aye - Unanimously approved by the board.

A motion was made by Mrs. Bergo and seconded by Dr. Fletcher that funds in the amount of \$14,000.00 be transferred from the savings account to the checking account at the Bank of Hillside. Unanimously approved by the board.

A motion was made by Mrs. Clifford and seconded by Mrs. Olson that the contents of the safety deposit box at the Melrose Park National bank be transferred to a deposit box at the Bank of Bellwood, Unanimously approved by the board.

COMMUNICATIONS:

We have received an application for use of the meeting room from the Bellwood Garden Club for the first Mondays of the month from 10 A.M. to 3 P.M. starting September, 1975 and running until May, 1976. A motion was made by Mrs. Bergo and seconded by Mrs. Clifford that this request be approved at the usual charge of \$2.00 per meeting. Unanimously approved by the board.

Approval for meetings of the BiCentennial Commission every 4th Thursday at 7:30 P.M. starting June 26th was given. Mrs. Kaiser will attend the first meeting as library representative.

We have received information concerning our participation in the July 4th parade. It will begin at 1:00 P., and the covered wagon will be featured as the library entry.

LIBRARY DIRECTORS REPORT:

The Library Directors Report for the month of May, 1975 was received and placed on file.

Sandra Rocha left our employ as a page effective May 23, 1975.

Mrs. Truchan has just undergone surgery and Mr. Korbel requested an extension of 10 days on her sick leave in light of her long employment and the fact that she has previously never used her allotted sick leave. A motion was made by Mr. Katusic and seconded by Dr. Fletcher that a total of 10 days extension on sick leave be granted to Mrs. Truchan. Unanimously approved by the board.

The board was informed that we have opened a charge account at Kroch's and Brentano's with Kathy Zygowicz, Joan Shotola, Margie Daugherty, Chris Thompson and Al Korbel as signers.

Mr. Korbel suggested consider the purchase of a new announcement board glass enclosed, with movable letters to list library events and notices.

BUILDING AND GROUNDS COMMITTEE:

Mr. Gallagher has asked this committee to look into costs for our maintenance contracts for heating and air conditioning. These present contracts expire in December and pricing should be obtained from some alternate companies for presentation at the October board meeting.

PLANNING AND DEVELOPMENT COMMITTEE:

A letter addressed to D. R. Wager Co. was read, giving notice to proceed with construction according to the original bid less deductible items from the list submitted at the meeting of May 21, 1975. Signing of the contract will be withheld until such time as firm price is received. Completion time will remain as stated, September 30, 1975. A motion was made by Mr. Katusic and seconded by Miss Olson that this letter be sent as read. Unanimously approved by the board.

OLD BUSINESS:

Mr. Gallagher made the following committee appointments:

FINANCE - A. Bergo, Chairman - K. Clifford - T. Katusic

ADMINISTRATION - H. Olson, Chairman - R. Kaiser - J. Fletcher

BLDG. & GRDS. - T. Katusic, Chairman - A. Bergo - H. Olson

PUBLIC RELATIONS

& LEGISLATION - J. Fletcher, Chairman - A. Bergo - K. Clifford

LIBRARY SYSTEMS - K. Clifford, Chairman - R. Kaiser - J. Fletcher

PLANNING AND

DEVELOPMENT - R. Kaiser, Chairman - H. Olson - T. Katusic

NEW BUSINESS:

The bids for shelving due by June 2, 1975 were opened by President Gallagher and tabulated as follows:

Remington Rand	\$4,450.00
A. Wilson Co.	\$4,715.00
B. Peterson Assoc.	\$5,300.00

A motion was made by Mr. Katusic and seconded by Miss Olson that the bid from A. Wilson Co. for \$4,715.00 be accepted. A roll call vote was taken: Mrs. Bergo, aye - Mrs. Clifford, aye - Dr. Fletcher, aye - Mr. Katusic, aye - Mrs. Kaiser, aye - Miss Olson aye - Mr. Gallagher aye. Unanimously approved by the board. It was felt that based on past performance and experience with Remington Rand that the lowest bid was not the most responsible bid.

A motion to adjourn was made by Mr. Katusic and seconded by Miss Olson. President Gallagher declared the meeting closed at 10:30 P.M.

Respectfully submitted,

Adeline C. Bergo
Adeline C. Bergo,
Secretary

VILLAGE OF BELLWOOD - LIBRARY SPECIAL BUILDING FUND

Report of Bills - June, 1975

PRESIDENT & BOARD OF DIRECTORS: The following bills approved by the Finance Committee for payment are to be paid out of the respective funds of the Bellwood Public Library

<u>DUE TO</u>	<u>FOR</u>	<u>AMOUNT</u>	<u>VOUCHER</u>
Chapman & Cutler	Professional Fees	75.00	1009
Perkins & Will	Professional Fees	<u>3,230.40</u>	1010
	<u>TOTAL</u>	<u>\$3,305.40</u>	

APPROVED: _____

VILLAGE OF BELLWOOD - LIBRARY SPECIAL BUILDING FUND

FINANCIAL REPORT - June, 1975

Balance per books, checking account, June 1, 1975	\$ 73.38
DEPOSITS:	
Transfer of Funds from C.D. #1703	<u>5,000.00</u>
	\$5,073.38
Disbursements for June, 1975 #SBF-4	<u>3,305.40</u>
	\$1,767.98 ✓

BANK RECONCILIATION

Balance per checking account bank statement	\$1,767.98 ✓
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<u>SAVINGS ACCOUNTS:</u>	<u>OPENING BALANCE</u>	<u>DEPOSITS OR (WITHDRAWALS)</u>	<u>CLOSING BALANCE</u>	
Bank of Bellwood	1,731.25	140.50 **	1,970.97	
		99.22		
Bank of Bellwood	30,000.00	(5,000.00)	25,000.00 *1	
Bank of Bellwood	<u>50,000.00</u>		<u>50,000.00</u> *2	
	\$81,731.25	(4,760.28)	\$76,970.97	<u>76,970.97</u>

<u>GRAND TOTAL</u>	<u>\$78,738.95</u>
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*1 - Cert. of Dep. matures 7-17-75

*2 - Cert. of Dep. matures 7-8-75

** = Interest

Treasurer

MINUTES OF THE JULY 16, 1975 MEETING OF THE
BOARD OF DIRECTORS OF THE BELLWOOD PUBLIC LIBRARY

The regular meeting of the Board of Directors of the Bellwood Public Library was called to order at 8:05 P.M. on Wednesday, July 16, 1975 in the library meeting room. Present were Mr. Gallagher, Mrs. Bergo, Miss Olson, Mr. Katusic and Mr. Korbel. Dr. Fletcher, Mrs. Clifford and Mrs. Kaiser were absent.

The minutes of the June 18, 1975 meeting were read. A motion was made by Miss Olson and seconded by Mr. Katusic that the minutes be approved as presented. Unanimously approved by the board.

The Financial Report for the month of June, 1975 was submitted. A motion was made by Mr. Katusic and seconded by Miss Olson that the report be approved as read. Unanimously approved by the board.

The Comparative Statement of Budget and Expenditures for the month of June, 1975 was received and placed on file.

The Finance Committee submitted the following reports of bills, copies of which are included as part of these minutes:

No. 260 in the amount of \$5,426.16
No. 260A in the amount of \$10,767.62

A motion was made by Mrs. Bergo and seconded by Miss Olson that the President, Secretary and Village Treasurer be authorized to issue voucher checks in payment of the bills presented at this meeting. A roll call vote was taken: Mr. Gallagher, aye - Mrs. Bergo, aye - Miss Olson, aye - Mr. Katusic, aye - Unanimously approved by the board.

The Special Building Fund Financial Report for the month of June, 1975 was presented. A motion was made by Mrs. Bergo and seconded by Mr. Katusic that the report be accepted as submitted. Unanimously approved by the board.

A motion was made by Mrs. Bergo and seconded by Mr. Katusic that \$12,000.00 be transferred from the savings account at 1st Federal of Westchester to the checking account at the Bank of Hillside. Unanimously approved by the board.

COMMUNICATIONS:

The Proviso Coordinating Council has requested use of the library meeting room for the 1st Thursday of the month from September, 1975 to June, 1976 from 9 to 11 A.M. A motion was made by Mrs. Bergo and seconded by Miss Olson that this request be granted and no charge made for the use of the room. Unanimously approved by the board.

The Bellwood Human Relations Commission has requested use of the meeting room for September 8th and 15th from 7:30 to 9:00 P.M. A motion was made by Mrs. Bergo and seconded by Mr. Katusic that this request be granted and no charge made. Unanimously approved by the board.

Mrs. Clifford arrived to attend the meeting at 8:35 P.M.