



**BALDWIN PUBLIC LIBRARY MINUTES,  
SPECIAL MEETING  
November 15, 2022**

Call to Order and Roll Call:

The meeting was called to order by President Frank Pisano at 6:00 p.m.

Library Board present: Melissa Mark, Frank Pisano, Karen Rock, Danielle Rumble, Jim Suhay, and Jennifer Wheeler.

Absent and excused: None.

Library Staff present: Rebekah Craft, Director; Jaclyn Miller, Associate Director

City Staff present: Jeff Zielke, City of Birmingham Building Department (via Zoom)

Guests present: Steve Schneemann, Dianne Schurg from Merritt Cieslak Design; Aaron Phillips and Bill McCarthy from McCarthy and Smith; Kyle, Scott Wheeler, Steve Dailey and Paul Danko from PCI Dailey

Members of the public present: one in person, one via Zoom

All present recited the Pledge of Allegiance following the establishment of a quorum.

General Public Comment Period: There was no public comment

1. Discussion of Proposed Library Café  
Renderings provided by Merritt Cieslak Design (pages 6-8) were reviewed and discussed by the Board, Architects, and staff present. The renderings showed redesigns of the proposed space with and without a toilet room, and with vending units varying in number and locations.

Two members of the public provided comment on the following motion. Birmingham resident David Bloom noted he believed the space should not include a restroom and that the sink in the café should be enlarged. Birmingham resident Sheila Brice thanked everyone for their work on the designs, and asked if staff had been surveyed on the addition of a bathroom, and also noted there might be a lot of noise coming from a bathroom. She further questioned how many receptacles would be necessary, and indicated she would prefer no bathroom.

**Motion that the final plan for the collaboration space should not have a bathroom and should focus on the café.**

<b>1st</b>	Rock
<b>2nd</b>	Suhay

In favor: Mark, Pisano, Rock, Rumble, Suhay

Nays: Wheeler

Absent and excused: None.

The motion was approved.

One member of the public offered comment on the following motion. Birmingham resident David Bloom noted that he was fine with the direction the Board was taking with the space, asked that we consider making the vending machines be movable in order to push them out of the way if necessary, and also asked that the sink be made of easily cleaned material if we are considering use of it to clean up after painting projects.

**Motion to accept option A as presented at this meeting, with the vending machines enclosed**

**1st** Rock

**2nd** Suhay

In favor: Mark, Pisano, Rock, Rumble, Suhay, Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

2. 7:00 - Interview of Construction Management Firm McCarthy & Smith – present were President Bill McCarthy and Project Manager Aaron Phillips – Board members and Schneemann asked the following questions of the representatives regarding their experiences managing project similar to Phase 3. Each firm was given sixty minutes to field questions from the Board.

PISANO: Does your firm have the appropriate staffing, resources, and financial stability to execute the project as proposed? How many projects are you currently managing?

WHEELER: How has your firm's overall construction creativity in past projects helped the project budget goals, especially during a time of rising inflation?

ROCK: How do you plan to continue the operations of the library and maintain staging, safety and logistics during the project?

MARK: Please describe your experience working with the expectations of Birmingham and/or similar communities that place high value on aesthetics and public spaces, and your understanding of the importance of this project and the Library as part of Birmingham's Civic center.

RUMPLE: Are the firm's principals and staff compatible in working considerately and effectively with the Baldwin Public Library and MCD staff members?

SUHAY: Are you familiar with the City of Birmingham's building codes and permitting process, and what is your experience in working successfully with municipalities when issues arise?

PISANO: How soon will the CM be prepared to bid and start the project?

WHEELER: Do you see any areas of complexity or concern in the design drawings as currently shown?

ROCK: Do your CM services include providing final "as-built" drawings?

MARK: How do you handle changes of scope/change order requests? What is your markup or set fee?

RUMPLE: How is the budget impacted if the project is completed in less time or more time than you anticipated?

SUHAY: Who will be the main point of contact?

PISANO: If/when there are delays in the availability of items, how do you plan to handle it?

3. 8:00 - Interview of Construction Management Firm PCI Dailey – present were Kyle Knoll, Scott Wheeler, Vice President Steve Dailey and Project Manager Paul Danko – Board members and Schneemann asked the above questions of the representatives regarding their experiences managing project similar to Phase 3. Each firm was given sixty minutes to field questions from the Board.

4. Adjournment:

**Motion to adjourn the meeting.**

**1st** Rumble

**2nd** Suhay

Yeas: Mark, Pisano, Rock, Rumble, Suhay, Wheeler.

Nays: None.

Absent and excused: None.

The motion was approved unanimously.

The motion was approved unanimously. The meeting was adjourned at 8:59 p.m. The next special meeting is scheduled for Monday, November 21 at 6 p.m. for the purpose of interviewing construction management firm Frank Rewold and Sons. The next regular meeting is scheduled for Monday, November 21, 2022, at 7:30 p.m. in the Rotary Tribute and Donor Room.

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Karen Rock, Secretary

Date

APPROVED