

MINUTES
Special Meeting
Board of Library Trustees
Palos Verdes Library District
Peninsula Center Library
February 2, 2004
7:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 7:30 p.m. by Board President Paulson.

2. ROLL CALL

Board Members Present: Trustees Jane Jones, Bill Lama, Robert Lee, Nancy Mahr and Ted Paulson

Board Member Absent: None

Staff Present: Director Kathy Gould, Executive Assistant Merna Marshall

3. ADOPTION OF AGENDA

MOTION by Trustee Jones that the Board of Library Trustees hereby adopts the Agenda, as presented.

MOTION passed 5 to 0.

4. COMMENTS ON ITEMS ON THE AGENDA

Trustee Mahr introduced Luis Adan, head of the Capital Projects Unit for County Library, who is assisting in the interview process for Owner's Agent.

5. RECESS TO WORKSHOP SESSION FOR DISCUSSION RELATED TO OWNER'S AGENT AND STRUCTURAL ENGINEER CONTRACTS: 7:05 P.M.

Structural Engineer

Trustees Lama and Lee explained the process used to review the two RFPs for Structural Engineer and recommended that the Board exercise their option to cancel the Request for Proposal and wait until the Owner's Agent is hired before moving forward with any remediation-related work.

Owner's Representative

Jane Jones, chair, reported that the selection committee (consisting of Jane Jones, Erich Widmann, Kathy Gould, Luis Adan, and Bob Lee) has completed the preliminary review and interview process and recommends that the full Board interview three parties.

Other Discussion

The Board discussed several items, including but not limited to:

- the relationship of the District to the Owner's Agent (i.e., would they be employed by the District or provide consulting services to the District) and several issues the Board needs to be aware of before making the decision (including but not limited to liability and indemnification);
- selection of legal counsel for the construction phase of remediation;
- deferring any future action on the structural engineering issue until the owner's agent is on board.
- contacting legal counsel regarding obtaining a list of documents related to litigation.

6. ADJOURN TO SPECIAL MEETING AND CONSIDERATION OF ACTION RELATED TO FOR OWNER'S AGENT AND STRUCTURAL ENGINEER CONTRACTS: 8:52 P.M.

MOTION by Trustee Mahr that the Board of Library Trustees hereby instructs the Director to work with Kevin Ennis, legal counsel, to develop appropriate contract language for the owner's agent contract.

MOTION passed 5 to 0.

MOTION by Trustee Lama that the Board of Library Trustees hereby exercises its right to cancel in its entirety the Request for Proposal for structural engineering until after the selection of an owner's agent.

MOTION passed 5 to 0.

Interviews of the final candidates for Owner's Agent will be conducted on February 12, time to be determined.

7. ADJOURNMENT

MOTION by Trustee Lama that there being no further business to come before the Board, the meeting be adjourned at 9:02 p.m.

MOTION passed 5 to 0.

William Lama, Secretary

Date