

LAKE BLUFF PUBLIC LIBRARY

123 E. Scranton Avenue

Lake Bluff, Illinois 60044

NOTICE OF BUILDING AND GROUNDS COMMITTEE

The Building and Grounds Committee of the Lake Bluff Public Library Board of Trustees will meet in person for the purposes outlined below:

Lake Bluff Public Library Board of Trustees Meeting of Building and Grounds Committee Wednesday, February 7 at 7 PM in Library Entry Way

Prior notification of intention to attend is not required but is appreciated. Questions related to the Library agenda can be sent before or shared in person during the meeting to Library Director Renee Grassi at rgrassi@lakeblufflibrary.org. For any other questions, contact at Renee Grassi at 847-234-2540.

AGENDA

I. Call to order

II. Roll Call

III. Public Comment

IV. **ACTION:** Review and approve minutes from Committee Meeting on December 13, 2024

V. Presentation and Q&A: Site Evaluation, Shaun Kelly, Engberg Anderson Architecture

VI. Planning for Feb. 20 Board Presentation

- a. Determine length of presentation
- b. Discuss and finalize topics for Shaun to cover
- c. Discuss roles for Renee, Janie and Sandy with presentation

VII. Library Director Updates

- a. Broken HVAC and new furnace
- b. Indoor Air Quality Testing scheduled for 2/19/24
- c. Next furniture acquisition will be donation request to Friends: new computer table for first floor PCS
- d. Building projects on hold until 2024 and/or spring
 - a. Clean gutters
 - b. Paint exterior wood siding on south side of the building
 - c. Backflow testing
 - d. Outdoor sprinkler system assessment
 - e. Window cleaning
- e. Grant updates
 - a. DCEO \$100,000 Grant
 - b. Illinois State Library \$50,000 Accessibility Grant

VIII. Director Update and Feedback, Discussion on Building Project Manager

X. Executive Session

- a. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (21)
- b. To discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1)

XI. Any and all other business that may properly come before this committee

XII. Adjournment

All regular meetings and committee meetings of the Lake Bluff Board of Library Trustees are open to the public. If you wish to attend the February 7, 2024 meeting and have special requirements as outlined in the Americans with Disabilities Act, please notify the Library Director Renee Grassi by 9 am on February 7, 2024.