

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES
Building and Grounds Committee Meeting
Thursday, July 25, 2013

- 1) **Call to Order; Roll Call:** The meeting was called to order at 2:10 p.m. by Board President Kathy Meierhoff. Roll was called and a quorum was established.

Present: Cal Stroh, Kathy Meierhoff
Absent: None
Library Staff Present: Eric Bailey, Lyndy Jensen
Members of the Public: None

2) **Discussion of Landscape Project (action)**

- a) The Landscape Project was discussed. **RESOLVED:** Request review of the contract with the Dahlmann's to ensure the Library did not exceed its authority regarding the portion of the Reading Garden within the Village Right of Way. **RESOLVED:** Set up a meeting with Neil and Mary Dahlmann.

3) **Discussion of Museum Request for Electrical Work**

- a) The Museum's request to perform Electrical work providing extra lighting for their Veteran's Display. **RESOLVED:** To pass the request on to the full Board at their August meeting.

4) **Discussion of Requests for Work from the Museum**

- a) Discussion of the Museum's request for a simpler means of requesting approval for small projects than what is proscribed in Section 7(b) of the Lease. **RESOLVED:** To pass the issue on to the full Board with the recommendation that "any alterations in or additions to the Premises, structural or non-structural" requires written approval by the Library Board per the Lease. As the Landlord, liability and responsibility ultimately falls on the shoulders of the Library.

5) **Discussion of Contracts**

- a) Those library contracts that come due in the fall were discussed. **RESOLVED:** Lyndy and Eric will pursue contracting Tech Systems for the work currently performed by Esscoe, seeking competitive bids on landscaping, and finding a new elevator maintenance company to replace ThyssenKrupp.

6) **Any other business:**

- a) No other business was brought before the committee.

7) **Adjournment:** Meierhoff moved and Stroh seconded a motion to adjourn the meeting at 4:12 p.m.

AYES: all
NAYES: none
ABSENT: none

Respectfully submitted,

Eric S. Bailey, Library Director