

Lake Bluff Public Library  
123 E Scranton Avenue  
Lake Bluff, IL 60044

Minutes of Building and Grounds Committee Meeting

Tuesday, June 9, 2015

Lake Bluff Public Library Spruth Room

1. Call to order: the meeting was called to order at 2:04 pm and a quorum was established
2. Attending: Trustees: Carl Schons, Chairman, Kathy Meierhoff, Cal Stroh  
Staff Members, Eric Bailey, Director, Absent: Janie Jerch
3. The minutes from the last B&G meeting 4/27/2015 were approved by motion of Cal Stroh, seconded by Carl Schons, all ayes.
4. It was agreed that Carl Schons would continue to serve as committee chair and it was further agreed that 2014-15 goals were accomplished.
5. The building projects discussed at the last B&G meeting were discussed for priority and status:

Completed

1. Crumbling brick at entrance – cost - \$2925.00
2. lunch room cost - \$0  
Pending in order of current priority
  1. HVAC Repair – due to need to seek very specific update and maintenance contract, it was agreed that seeking a consultant to assist in seeking and reviewing proposals would be agreeable
  2. Concrete step drain from emergency stairwell – one estimate \$1920.00. Seeking additional.
  3. WIFI upgrade- one estimate \$7088.00. Likely a project for next FY.
  4. Juvenile Collection shelving – likely a project for next FY.  
(Preschool room shelving installed approx. 2004)
6. Other business – the memorial benches at the NW corner of the library are in memory of Ellet and Freeman family. There are no known restrictions on the memorial.
7. Goals were discussed and agreed for 2015-16
  1. Explore ways of rearranging areas of the library to better meet the competing needs for their use.

2. Maintain communication with Village constituencies regarding the Library's capital needs regarding the proposed pending building improvement project.
3. Maintain an environment that is safe and welcoming for Library patrons and staff.

The committee will discuss objectives, action plan, timeline, action steps and persons responsible for goals at the next B&G meeting.

The goals and future plans were approved by motion by Meierhoff, seconded by Stroh, all ayes

8. The meeting was adjourned at 3:09 by a motion by Stroh, seconded by Schons, all ayes.

Respectfully submitted,

Kathy Meierhoff