

**Lake Bluff Public Library Board of Trustees**  
**Building and Grounds Committee Meeting Minutes**  
**Tuesday, August 30, 2016 at 2:00 pm**  
123 E. Scranton Ave, Lake Bluff, IL 60044

I.&II. **Call to Order and Roll Call:** Meeting was called to order at 2:03 pm by Kathy Meierhoff; also present were Carl Schons, Janie Jerch, Cal Stroh, and Eric Bailey, Lyndy Jensen, and Martha O'Hara.

III. **Approval of Minutes:** Stroh moved and Schons seconded a motion to approve the Minutes of the 5/17/2016 Building and Grounds Committee meeting; all voted aye.

IV. **Discussion of HVAC Control Systems Upgrade:** Bailey said the HVAC system is still erratic, particularly when outside temperatures are moderate. Both the hardware and software controlling the system are becoming obsolete. Murphy & Miller are doing a good job maintaining what we have, but some new control components are still needed. Our best bet is to consider Murphy & Miller's bid, which is \$25,600.00 for the new hardware, software, installation, and balancing. Questions were raised about life expectancy of the new controls and warranties, and whether or not the existing maintenance contract will be altered. Also, will the upgraded system be adequate for the build-out, and if not, can it be added to down the road?

V. **Youth Services Shelving:** Shelving that was original to the library from its opening needs to be replaced. We have a quote from Library Furnishings International of \$28,848.00 to replace the shelves and recycle the old shelves. Stroh moved and Meierhoff seconded a motion to accept the bid from LFI for the replacement of the Youth Services library shelving in an amount not to exceed \$30,000.00; all voted aye.

VI. **Other Business:** Meierhoff brought up having ComEd do an energy audit at the Library; a service they provide for no charge, including swapping out light bulbs. Bailey will follow up on the issue.

VII. **Adjournment:** Stroh moved and Schons seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 3:45 pm.

Respectfully submitted,

Janie Jerch