

**Lake Bluff Public Library Board of Trustees**  
**Building and Grounds Committee Meeting Minutes**  
**Tuesday, May 17, 2016 at 6:00 pm**  
123 E. Scranton Ave, Lake Bluff, IL 60044

I.&II. **Call to Order and Roll Call:** Meeting was called to order at 6:04 pm by committee chairman Carl Schons, also present were Janie Jerch, Kathy Meierhoff, Cal Stroh, and Eric Bailey.

III. **Approval of Minutes:** Stroh moved, Meierhoff seconded a motion to approve the Minutes of the 4/18/2016 meeting; all voted aye.

IV. **Discussion of HVAC Parts and Maintenance Contract:** Bailey reported that since Murphy & Miller itemized specifics on their bid, he was able to make a solid comparison between the two competing companies. Murphy & Miller's bid was one third the cost of Midwest Mechanical's bid for the same work. Midwest declined to lower their bid, so Bailey suggested that the B&G Committee recommend the contract from Murphy and Miller to the full Library Board for approval. Jerch moved, and Stroh seconded, a motion that such a suggestion be made to the full Library Board. All voted aye.

V. **Discussion of Progress on Building Project:** Meierhoff reported that the Building Task Force had met three times since the last board meeting. Meierhoff, Schons, and Bailey met with Ter Molen, Watkins & Brandt, LLC, whose RFP came in with the lowest fee, reflecting that one of the principals of the company lives in Lake Bluff and that they felt we had already done much of the necessary short term work. Stroh moved, and Meierhoff seconded, a motion to arrange a presentation to the full Library Board by TMW&B. All voted aye. The BTF also stated that they will give a complete report on what's been done so far at the June Library Board meeting.

VI. **Other Business:** Schons mentioned that we still have a mess at the entrance with faulty brickwork and plantings. Bailey will follow up on the issue.

VII. **Adjournment:** Meierhoff moved, and Stroh seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 6:50 pm

Respectfully submitted,

Janie Jerch