

Lake Bluff Public Library Board of Trustees
Building and Grounds Committee Meeting Minutes
Monday, January 23, 2017 at 7:00 pm
123 E. Scranton Ave, Lake Bluff, IL 60044

I.&II. **Call to Order and Roll Call:** Meeting was called to order at 7:05 pm by Carl Schons; also present were Kathy Meierhoff, Janie Jerch, Cal Stroh, and Eric Bailey.

III. **Approval of Minutes:** Stroh moved and Schons seconded a motion to approve the Minutes of the 10/25/2016 Building and Grounds Committee meeting with an amendment to item 2a clarifying the bids received for work *on the HVAC control system*; all voted aye.

IV. **Discussion of Parking Lot Work:** Many ideas were discussed concerning the parking lot, including whether or not to take out the Norway maple on the peninsula to add another parking space, to make another parking space in the southeast corner, to wait until after the potential build-out so that any work we do in the near future will not be compromised by the construction vehicles. We agreed that Bailey should speak with George Russell for his input.

Also discussed were possibilities of installing a generator and what we would want to power in the event of an outage. We should contact the History Museum and ask if they would want to be provided power as well. Having a generator could also enhance our ability to be a rallying point/staging area for local emergencies.

V. **Discussion of Energy Assessment from 360 Energy:** Illinois Energy Now, a division of the Illinois Department of Commerce Office of Energy & Recycling, assessed the Library Building on Dec. 1, 2016, and provided us with a 26-page document detailing our energy usage and how we could improve it. Some ideas are converting to LED lighting, particularly if we tie it into our potential build-out, and destratification fans to circulate the warm layers of air near the ceiling to the lower floors. They also said that we may potentially receive an incentive of \$3,254.00 from the State of Illinois for the work we have already done by updating the HVAC control system; Bailey will apply for the incentive and notify the Village that we are seeking those funds.

VI. **Other Business:**

a. We decided to re-carpet the entire Children's Library area and install the new shelving on top of the carpet. It is cheaper to install the carpet without having to cut around the shelves, and since the shelves are designed to be moved, it also provides for future flexibility. We are still looking at sometime toward the end of February for the installation to take place.

b. Don Souhrada of TWB suggested that we create a preliminary committee that would likely morph into the Campaign Committee, ideally composed of one Library Trustee, one

Library Staff member, and several prominent community members. He also stated that it's not unusual to ask for seed money in the form of an "initial ask" from potential large donors.

c. The upcoming program on Hamilton has 20 people on the waiting list to attend. Kudos to Carol Carter for arranging Barry Bradford to present this program.

d. A brick mason has been contacted to evaluate the "chalking" of the brick in the Spruth Room by the rear entrance. Meierhoff also mentioned that she noticed moss growing on the roof and that we should have someone look at that as well.

VII. **Adjournment:** Stroh moved and Meierhoff seconded a motion to adjourn the meeting; all voted aye. Meeting adjourned at 8:30 pm.

Respectfully submitted,

Janie Jerch