

**Lake Bluff Public Library**  
**Building & Grounds Committee Meeting Minutes**  
**Wednesday, April 4<sup>th</sup>, 2018 at 2 pm**  
123 E. Scranton Ave, Lake Bluff, IL, 60044

1. **Call to Order:** Chairman Carl Schons called the meeting to order at 2:00 pm.
2. **Roll Call:** Members Jerch, Meierhoff, Schons, and Library Director Bailey were present. Cal Stroh was absent.
3. **Approval of Minutes:** There was one correction to Item 4 of the previous minutes; that is that Joe Huberty is the architect for the proposed expansion project, not the general contractor. Meierhoff moved and Schons seconded a motion to accept the minutes of the March 9, 2018 B&G Meeting as corrected; all voted aye.
4. **Library Roof Repair Plans:** Bailey showed a summary of three bids for design and construction administration for a new roof; the best bid was by Engberg Anderson, the same firm who will perform the proposed expansion project. Jerch moved and Meierhoff seconded a motion to forward the recommendation of Engberg Anderson as the design and construction administrator to the Board of Trustees for approval, the contract not to exceed \$10,560. All voted aye.
5. **Any and all other business that may properly come before this committee:**
  - a. As part of the new roof, we may investigate a roof over the entryway, as snow accumulation there is a problem in winter.
  - b. We will send out an RFP, which will have a cover page written by Bailey and technical details written by Engberg Anderson, to local roofing contractors.
  - c. Bailey gave updates on window replacement and repair (waiting for better weather) and moving and installation of the geese near the new entrance (precise location yet to be determined).
  - d. Meierhoff said that she will meet with Ron Salsky of the Park District to discuss long range planning and outreach.
6. **Adjournment:** Meierhoff moved and Jerch seconded a motion to adjourn the meeting; all voted aye. The meeting was adjourned at 2:36 pm.

Respectfully Submitted,

Janie Jerch