

Lake Bluff Public Library
Building & Grounds Committee Meeting Minutes
Friday, March 9th, 2018 at 11 am
123 E. Scranton Ave, Lake Bluff, IL, 60044

1. **Call to Order:** Chairman Carl Schons called the meeting to order at 11:03 am.
2. **Roll Call:** Members Jerch, Schons, Stroh, Library Director Bailey, and Library Employee Lyndy Jensen were present. Kathy Meierhoff was absent.
3. **Approval of Minutes:** Stroh moved and Schons seconded a motion to accept the minutes of the Wednesday, December 13, 2017 Board Meeting as written; all voted aye.
4. **Library Roof Repair Plans:** Bailey contacted George Russell (retired Village engineer), Mike Croak (current Village engineer), and Joe Huberty (architect for proposed expansion project) for their opinions on the roof. All three felt that we should move ahead with replacement of the roof, and the sooner the better. They agreed that there would be little if any potential savings with doing spot repairs until the proposed expansion project begins and that the expansion in any case will not affect much of the roof. In addition, any future potential damage caused by the current state of the roof may be costly.

We also discussed the need to hire an architect/engineer to oversee bids from roofing companies and act as a project manager. We have a complicated roof with pillar structures and beams, so more is involved than simply re-shingling. Also worth noting is that the existing roof was done without a project manager, the company that completed the work is now out of business, and we have had problems with the roof since 2 years after it was installed.

We agreed that we would get quotes for synthetic shingles, cedar shakes, and metal roofing. We will probably need to submit proposals for work to be done to the ARB and PC/ZBA for their approvals. Bailey will have a presentation for the B&G committee before the March 20 Board of Trustees meeting so that we can make comments before presenting to the entire board. We will be making the following recommendation: *That competitive and comparable quotes be obtained for engineer-architects to provide the detailed plans necessary for bidding a new roof and then monitoring the project to ensure that work is performed and completed according to specifications.*
5. **Any and all other business that may properly come before this committee:** Stroh reported that she had received her Statement of Economic Interest, and that we should look for ours in the mail, and that she had been approached by an unknown community member (who must have known she was a Library Trustee) who expressed her admiration for the Library and its wonderful staff and programs.

Also briefly mentioned were the following: The AC condenser repair is complete and awaiting warm weather for testing to be finalized; the dumbwaiter will be put out of service since we no longer use it and need not spend money for inspection fees; we are working with Henkel Electric for a non-custom, more cost-effective system for the hanging pendant lights; McMahon Services and Waukegan Gurnee Glass have been contracted to repair the leaking windows on the second floor.
6. **Adjournment:** Stroh moved and Schons seconded a motion to adjourn the meeting; all voted aye. The meeting was adjourned at 11:55 am.

Respectfully Submitted,

Janie Jerch