

Lake Bluff Public Library
Building & Grounds Committee Meeting Minutes
Wednesday, January 23, 2019, at 2:00 pm.
123 E. Scranton Ave, Lake Bluff, IL, 60044

1. **Call to Order:** Chairman Carl Schons called the meeting to order at 2:15 pm.
2. **Roll Call:** Members Jerch, Meierhoff, and Bailey were present; Stroh was absent.
3. **Approval of Minutes:** Meierhoff moved and Schons seconded a motion to accept the minutes of the September 18th, 2018 B&G Meeting; all voted aye.
4. **Consideration of 2018-2019 Committee Goals:** A quick review of our three goals for the past fiscal year showed:
 - Replacement of the Library Roof is almost complete but snow on the roof is slowing the final inspection.
 - An assessment of the facilities and the creation of a capital maintenance plan and timeline is underway and will be delivered to the Board this spring.
 - The priorities of the expansion are being discussed at this meeting, focusing on improvements that can be made within the existing building.
5. **Discussion of Stages of Renovation and Expansion:** We concentrated on several visible projects that can be made within the existing building that would raise awareness and interest in an expansion project. Those were the main desk, shelving, a new computer room, furnishings, levels of finish, and new technology. The three that we identified as being highest priority while giving the Library the biggest visual “splash” were:
 - Replacing and moving the Main Desk and including a self-checkout feature.
 - Converting the Computer Room to a Reading Room by replacing desktop computers with laptops.
 - Replacing some of the Children’s Area furniture and circulation desk, which are the oldest pieces in the building.

Meierhoff asked Bailey for a ballpark figure of the costs for these three projects.
6. **Any and all other business that may properly come before this committee:** Meierhoff met recently with Jon Heintzelmann to discuss capital improvements and expansion of the building; he emphasized that we should tie in our fundraising efforts with the Centennial this year.

Bailey said that the re-paving of the parking lot can probably be put off for another year or two. He noted that the Village will get state finding in 2020 for paving work but we will not be able to be a part of that expenditure. Our alternatives are to postpone the work until 2019 or 2021, or to approach whatever contractor the Village uses separately but have them do the work at the same time.
7. **Adjournment:** Jerch moved and Meierhoff seconded a motion to adjourn the meeting; all voted aye. The meeting was adjourned at 3:45 pm.

Respectfully Submitted,

Janie Jerch