

**Lake Bluff Public Library**  
**Building & Grounds Committee Meeting Minutes**  
**Thursday, December 2, at 4:00 pm.**

123 E. Scranton Ave, Lake Bluff, IL, 60044

Notice: This meeting of the Lake Bluff Library Building & Grounds (B&G) Committee was held without a quorum of Trustees physically present. The Trustees conducted the Board meeting with all Trustees attending remotely via electronic means. This method is authorized by Executive Order of the Governor (COVID-19 Executive Order No. 5, March 16, 2020). Guidelines and access codes were published prior to the meeting so that members of the public could log in.

1. **Call to Order:** Library Director Eric Bailey called the meeting to order at 4:02 pm.
2. **Roll Call:** Members: Meierhoff and Shaul. Library Staff: Bailey, O’Hara and Horner. Engberg Anderson: Shaun Kelly, Isela Catania, Henry Heligas, Jason Perkunas and Nathan Van Zuidam. Community/Friends of LBPL: Cal Stroh.
3. **Approval of Minutes:** Shaul moved and Meierhoff seconded a motion to approve the minutes from November 1, 2021 committee meeting. All voted aye.
4. **Discussion of Reading Room Design Concepts:** Kelly shared that the reading room is 188 sq. ft. The renovation will include adding drywall to the north wall which is currently painted cinder block. The library staff requested that the room include some locked storage as there is limited storage available in the library today. The fireplace will be natural gas and will vent out the wall of the library. The Friends of LBPL have agreed to cover up to \$15,000 in fireplace costs. For safety reasons, “cool to the touch glass” will be used for the fireplace opening. A sliding door is being recommended for the room as it will allow more useable space and could have lettering on the door. Three different concepts were reviewed with different furniture styles, accent colors, flooring and fireplace surrounds. Engberg Anderson will secure samples of all items still under consideration (chairs, tile, carpet, etc.) at which time, the B&G Committee will meet again. Meierhoff asked Shaun Kelly about the lettering in the library stairway and requested that a price estimate be provided by the end of 2021
5. **Any and all other business that may properly come before this committee:** Additionally, there was discussion about the \$100,000 State of Illinois (Rebuild Illinois) grant that was previously secured by the library for improvements such as the roof and parking lot. Bailey is creating an inventory list of all projects completed since July 1, 2019.
6. **Adjournment:** Meierhoff moved and Shaul seconded a motion to adjourn the meeting; all voted aye. The meeting was adjourned at 5:41 pm.

Respectfully Submitted,

Bonnie Shaul