

**Lake Bluff Public Library**  
**Building & Grounds Committee Meeting Minutes**  
**Monday, May 16th, 2022, at 1:00 pm.**  
123 E. Scranton Ave, Lake Bluff, IL, 60044

Notice: This meeting of the Lake Bluff Library Building & Grounds Committee was held without all participants physically present. Some participants attended remotely via electronic means. This method is authorized by Executive Order of the Governor (COVID-19 Executive Order No. 5, March 16, 2020).

1. **Call to Order:** Director Eric Bailey called the meeting to order at 1:03 pm.
2. **Roll Call:** Members Jerch, Meierhoff, Shaul, Director Bailey, Library Employees Chapman, Jarvi, Fifhause, and Horner were present.
3. **Approval of Minutes:** Jerch moved and Shaul seconded a motion to approve the minutes of the May 2nd B&G meeting, all voted aye.

4. **Discussion of the Proposed Zoning Concepts for Library Space Usage:**

Joe Huberty of Engberg Anderson sent us three different concepts based on a space study that had been done some years ago, but this time includes the Wood building as Library space if the proposal with the History Museum and Village to acquire the PNC Bank building comes to fruition.

**Concept 1** has the East wing as active space, West wing as quiet space with quiet study rooms on the 2<sup>nd</sup> floor. Positioning of the quiet rooms was discussed with alternative arrangements to that shown on the diagram.

**Concept 2** has the East wing quiet and West wing active spaces. This was the least preferred by the group.

**Concept 3** has the East wing active, West wing quiet, with some differences from Concept 1 in maker space, small study rooms, and storage spaces.

A robust discussion ensued about “maker space” and what sorts of equipment would be purchased, how to train users, and how to store materials. It was agreed that any such space would have to be flexible as to its usage, and that we should look into what other libraries are doing with their “maker spaces”.

Similarly, “teen spaces” were discussed in that it would be more difficult to pair up with other uses; Bailey feels that if we were to have such a space, it would have to be dedicated space.

Staff members requested that in adding storage to the existing staff room, only 2 desk spaces should be lost, not 4, as the overall goal is to increase staff work space. Note that other new staff space would be gained in the East wing.

We also discussed reworking the entry vestibule, which would be tricky due to load-bearing walls and HVAC and fire safety issues, among other concerns. We could possibly make the doors less massive, and maybe have sliding doors rather than swinging doors, but that would be costly.

We now need cost estimates on our ideas so that we can conduct a capital campaign more effectively.

5. **Any and all other business that may properly come before this committee:** None at this time.
6. **Adjournment:** Jerch moved and Shaul seconded a motion to adjourn the meeting; all voted aye. The meeting was adjourned at 2:05 pm.

Respectfully Submitted,

Janie Jerch