

Lake Bluff Public Library
Building & Grounds Committee Meeting Minutes
Monday, May 9, at 1:00 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 before the meeting so members of the public could log in.

1. **Call to Order:** Library Director Eric Bailey called the meeting to order at 1:04 pm.
2. **Roll Call:** Board Members: Kathy Meierhoff, Janie Jerch and Bonnie Shaul. Library Staff: Eric Bailey, Jillian Chapman, Katie Horner and Eliza Jarvi.
3. **Approval of Minutes:** Meierhoff moved and Jerch seconded a motion to approve the minutes from Mar 18, 2022. All voted aye.
4. **Discussion of Possible Future Building Use:** Bailey reoriented attendees to the schematic of the Library and Wood Building (currently occupied by the Lake Bluff History Museum). Preliminary thoughts from Library Staff on how to use the entire space was shared with the Board Members in attendance. The key themes being flexible spaces with integrated IT. It was noted that the physical circulation of the library adult and youth collection is back to pre-pandemic levels. Thus, the staff recommends that any updates to the library building support at least the size of the current collection. Additional service points on the existing 2nd floor and in possible expansion into the Wood Building are under consideration. There are two types of building improvements noted in a recent Space Study: Finish issues and Space issues. Finish issues include improving current lighting, acoustics and overall level of finish (e.g. upgrade the cinderblock walls and uneven flooring). Space issues include (in no particular order): teen space, additional small group meeting rooms, additional laptop/tabletop workspace, tech nook, additional staff work area, additional storage, maker space. Reorienting the Library Director office to have the entrance be public facing was also mentioned. At 2pm, Joe Huberty, Partner at Engberg Anderson joined the group to provide some specifics on energy codes, sprinkler codes, room occupancy, exit/access requirements, etc. Additionally, he encouraged the committee to assess patron use of the library in blocks of hours (e.g. am, late afternoon, evening and typical demographics of patrons in each block). Mr. Huberty agreed to visit both the Library and Wood building to create updated sketches that most efficiently deliver on the space issues and priorities.
5. **Any and all other business that may properly come before this committee:** There was none.
6. **Adjournment:** Meierhoff moved and Shaul seconded a motion to adjourn the meeting; all voted aye. The meeting was adjourned at 3:10pm.

Respectfully Submitted,

Bonnie Shaul