

**Lake Bluff Public Library**  
**Building & Grounds Committee Meeting Minutes**  
**Thursday, February 10, 2022, at 2:00 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 2:02 pm.
2. **Roll Call:** Board Members: Kathy Meierhoff, Janie Jerch and Bonnie Shaul. Library Staff: Eric Bailey, Martha O'Hara and Katie Horner. Community/Friends of LBPL: Cal Stroh. Joining at 3pm was Jason Perkunas of SMC our construction manager for the project. Joining at 3:30pm was Shaun Kelly of Engberg Anderson.
3. **Approval of Minutes:** Shaul moved and Meierhoff seconded a motion to approve the minutes from Feb. 3, 2022. All voted aye.
4. **Discussion of Fixtures and Features for Stroh Reading Room:** Bailey walked the attendees through the current budget estimate for the construction of the Stroh Reading Room. The group agreed on several items to discuss with Kelly and Perkunas when they joined. To reduce the estimated costs, the group agreed to modify the approach to demo (use plastic tarping vs. a temporary wall), keep current carpet tiles, and consider using existing furniture (4 yellow upholstered lounge chairs, existing task chairs and tables) that is in good condition rather than buying new as well as replacing the sliding glass door with a swinging door with a glass panel insert. The glass wall will remain. The group went through each line item in the SMC estimate to find ways to reduce costs.

Additional items still under review and pending additional detailed cost estimates from SMC include the casework (bookcase and locking storage on either side of the fireplace), the furred walls (north and east side of room) plus or minus the acoustic ventilation. Finally, the group discussed what items in the construction could lend themselves to 'in kind donation' from local contractors. The fireplace tile surround, casework and finish painting were identified as best options as they are stand alone items for the renovation. The drywall, electrical and HVAC are all integrated items.

The group agreed on the following finishes: For the fireplace surround, the marble-like cream tile (sample labeled VL05) or a suitable darker shade of the same tile. For the painted surfaces: the teal color (peacock plus) as first choice and the blue color (manto blue) as the second. For the fireplace door/screen the group selected 'Halston Arch'. Stroh requested a rendering of the Reading Room without the casework. Kelly mentioned that the long lead time items are likely to be the fireplace insert, the entry door and the power ventilator. Leadtime estimates for these items to be provided at an upcoming meeting.

5. **Any and all other business that may properly come before this committee:** The summer reading program theme is gardening. Two library staff members (Jillian Chapman and Eliza Jarvi) will propose to create a raised garden bed in one of two locations on the library property. Stroh requested that a mustard seed be included.
6. **Adjournment:** Jerch moved and Shaul seconded a motion to adjourn the meeting; all voted aye. The meeting was adjourned at 4:47 pm.

Respectfully Submitted,

Bonnie Shaul