



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY
BUILDING AND GROUNDS COMMITTEE
Tuesday, January 12, 2010**

PRESENT: Steve Wolf, Mary Nelson, Caroline Coryell
ABSENT: NONE
STAFF: Jeannie Dilger-Hill
VISITORS: None

Meeting opened at 7:30 p.m. by Chairman Steve Wolf.
As there was no member of the public present we went directly to Unfinished Business.

Jeannie Dilger-Hill informed us that Koshgarian had come to look at the brown upholstered chairs on the second floor. After checking them, they removed one to see if they actually needed cleaning. It was decided that the committee was correct in its assumption that the play of light on the fabric caused the arms to look darker.

After some patrons remarked about the condition of the loveseat in Youth Services, it has been removed to await reupholstering. Jeannie and Steve will look into upholstery people as the last company in La Grange has closed.

Jeannie also showed us the beautiful name plaques for the chairs, made by Superior Awards in La Grange. They will be attached with an adhesive strip to the backs of three chairs in different sections of the second floor.

The scuffing problems with paint were discussed next. Ken has touched up several areas and Steve suggested a regular schedule he made for re-painting various areas on a yearly basis so we would not have to close the entire library each time. It was suggested we contact Rick Adamczyk (a former Board member) who has a painting company and could give us a ball-park figure on costs and logistics.

The problem of the table in the Poe Study room was then discussed. The committee feels it is too large for the room, and although it does allow four people to spread work out on it, there is very little room to maneuver chairs and people around it. It was suggested to replace the table with a smaller one and store the larger one for the time being.

Jeannie reported that the new vacuum cleaners and the professional cleaning the carpet received has made a big difference. Also the walk-off mats are doing a better job of collecting dirt before it gets to the carpet. All of the carpet will be cleaned in the spring.

It was agreed, however, that the carpet in the elevator be replaced with something more serviceable. Jeannie will contact Tom at De Sitters to get some ideas on commercial floors and costs.

The on-going problem with the fences was discussed. Jeannie told us that on December 24, 2009 someone had driven a vehicle over a cement curb, through the fence and into the Lynch's yard! Unfortunately they did not get a license number but a police report was made. After getting a quote from J & M, Ken and Justin went ahead and repaired the fence. We decided that a long-term solution needs to be found as the fences are not holding up well at all. Jeannie will contact J & M for a quote (or quotes) on sturdier, better built fencing. Steve said not to get pressure-treated wood as it warps and does not stand up well (a problem we already have!). We need costs so they can be put in the March final budget.

The on-going roof tile problem was discussed next. Although RoofMaster replaced the first tiles that fell for free, they charged us for the second repair and blamed ice build-up. Now more tiles have fallen so Jeannie contacted Mac Brady Associates, who have sent a proposal for a Visual Survey of the roof. Mary Nelson said that since some tiles are still missing they may be able to get a better idea of the underlying causes for the detachment of tiles. If the cause is faulty installation or some other factor we need to know so it can be repaired. The cost of the survey is \$1,690.00 and the committee recommended hiring them.

Under New Business the window caulking was discussed. Windows on the stair-well and Young Adult area, as well as in Youth Services, are drafty and appear to be letting cold air in. The HVAC company says re-caulking is not unusual after a year, but Steve said let's do the Young Adult windows on the west and Youth Services on the corner of Cossitt and see if that does stop the drafts, it may be an installation problem rather than a caulking problem. Steve has worked with "Action Caulk" and he and Mary will give Jeannie some names to contact. Steve said as long as it is dry outside caulking can be done all year round.

Jeannie contacted Thomas Alarm who provided the original cameras for the building, but they did not follow up, so she contacted another company, Current Technology (Vince Kerner works for their IT division) and also got a quote from Heritage Business Systems, who have done other libraries and had called the library to see if we could use their services. Jeannie was very impressed with them as they pointed out where more cameras should go rather than asking her where she wanted them. The costs were similar, about \$15,000.00. Mary asked if this included training on a new system. Jeannie will get more information and the committee will recommend using Heritage Business Systems to the full Board. This proposal would add 7 cameras to our current system, at strategic places inside and out. Steve pointed out that these extra cameras should have been put in with the original installation, and, as we have the money in the Building Fund, should be done now.

The automated door opener for the door to Youth Services was discussed. The proposal seemed extremely reasonable, but then we realized it did not include electrical service to the opener. Since there is no self-checkout that is wheelchair handicap accessible except in Youth Services we do need to make the door handicap accessible. Jeannie will contact someone to do electrical work and also discuss the "people counter", which now is battery operated and unreliable, with the idea of making it electric instead. The committee said to get costs on doing both of these things.

There was a short discussion on the necessity of using the security gates since the self-check patrons won't use the cards to deactivate the gates and books from other libraries also set them off! No decision was reached.

The surplus computers were brought up. How can we dispose of them? Jeannie had done some research and determined that it is easier to donate them than to sell them, as the latter requires placing a value on them. Several places to donate them were suggested. Area schools, Helping Hand or the Salvation Army might be able to use them. Jeannie will call around.

Mary then moved to adjourn, seconded by Caroline Coryell. Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Caroline Coryell