

**Glenview Public Library Board of Trustees
Building & Grounds Committee Meeting Minutes
June 21, 2021, 4:00 p.m.
Conference Room**

PRESENT Winnie Clonts M. David Johnson
(Board) Carol Schmitt

PRESENT Lindsey Dorfman, Library Director
(Staff) Christine Klimusko, Business Manager

GUEST: Mark Depa, Facilities Manager

1. CALL TO ORDER AND ROLL CALL

Committee Chair Johnson called the meeting to order at 4:00 p.m. and the roll was called.

2. UNFINISHED BUSINESS

a. Parking Deck Repairs

Library Director Lindsey Dorfman summarized the parking deck remediation project. Prior to remediation, rainwater made its way into the lower-level parking garage. While repairs were being made in the Spring of 2020, it was discovered that the large concrete planters were also leaking into the lower lot. The planters need to be water-proofed and the cost is more significant than originally anticipated.

3. NEW BUSINESS

a. 2021 Capital Repair and Replacement Projects Update

Library Director Dorfman presented an overview of the Capital Repair and Replacement budget for this year. She explained that a transfer is made from the Library's Operating Fund into the Capital Repair and Replacement Fund each year to fund those projects deemed necessary. Dorfman reviewed the projects planned for 2021; we have just begun working on the 2021 projects. Engineer Brian Grieves of

Wiss, Janney and Elstner would like to meet with the Buildings & Grounds Committee to present his recommendations for the remediation of the concrete planters.

A major interior painting project is scheduled this year. The design firm Dewberry & Associates will manage the project. The project will exceed \$25,000 and will need to go out for bid. Dewberry will prepare the bid documents, including the scope of work, manage the bid process, and work with Facilities Manager Depa once the project gets underway.

b. New Capital Repair and Replacement Study

Village Finance Manager Maggie Bosley and Facilities Manager Mark Depa have in the past expressed their concern regarding the accuracy of the original Capital Repair & Replacement schedule prepared upon completion of the new library in 2010. Both feel the study is too detailed and has not hit the mark on several major components i.e., the boilers and the HVAC system. Many items listed on the schedule have not needed to be replaced at all. Bosley and Depa suggested the library explore the possibility of having another study prepared – one with a more conservative estimate which would allow the Library to allocate money each year for future repairs. The major focus of the new CR&R schedule is accuracy with realistic life expectancies of various components.

Moving forward with this suggestion, the Library has received two quotes: one from Wiss, Janney and Elstner and another from Building Technology Consultants Inc. BTC's quote does not include the mechanical aspect of this proposal. The Committee agreed that the mechanical aspect is the biggest and most important component of this study and because of this, BTC's quote does not meet the Library's needs. Library Director Dorfman and Facilities Manager Mark Depa recommend the Library move forward with the quote from WJE. Library Director Dorfman will include this topic on the agenda for the next Board Meeting.

MOTION Moved by Clonts, seconded by Schmitt, to recommend Weiss, Janey and Elstner proceed with the Capital Repair and Replacement study.

Voice vote taken. All ayes, no nays. Motion carried.

4. OTHER

None at this time.

5. PUBLIC COMMENTS

None at this time.

6. ADJOURNMENT

There being no additional business to be brought before the Committee, Committee Chair Johnson requested a motion to adjourn.

MOTION Moved by Clonts, seconded by Schmitt, to adjourn.

Voice vote taken. All ayes. No nays. Motion carried.

The meeting adjourned at 4:24 p.m.

Respectfully submitted,

**M. David Johnson
Glenview Public Library Board of Trustees
Building & Grounds Committee Chair**