

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES BUILDING & GROUNDS COMMITTEE

MEETING MINUTES

September 16, 2024, 4:00 PM

Glenview Public Library

Multipurpose Room

Board Members Present:

M. David Johnson, Jeff Rowitz, Thomas Blanchard

Staff Members Present:

Lindsey Dorfman - Executive Library Director, Jean Sanders – Deputy Director of Operations,
Christine Klimusko – Business & Finance Director, Emily Baker – Administrative Assistant

Guests Present:

Brian R. Greve, PE, SE – Principal, WJE

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

None.

3. NEW BUSINESS

- a. Review and Recommendation of Approval of Bid Proposals for GFRC Cornice Cleaning and Drip Edge Installation

Upon review of the 4 bid proposals submitted for the GFRC cornice cleaning and drip edge installation, it was determined that one of the firms submitting an RFP did not attend the mandatory pre-bid meeting, rendering their proposal non-responsive and thus ineligible for consideration. The remaining proposals came in higher than anticipated, and discussion ensued around whether to change the scope of the project to encompass only the GFRC cornice

cleaning bid option. It was decided to move forward with GFRC cornice cleaning only and to award the contract to the lowest responsive bidder.

MOTION: Moved by Trustee Rowitz, seconded by Trustee Blanchard, to recommend award of the contract to JSL Building Restoration as the lowest responsive bidder for the GFRC cornice cleaning option.

Voice vote.

Ayes: 3; Nays: 0. Motion carried.

b. Review of 2024 Special Reserve Budget and Projections

Deputy Director Sanders and Principal Greve presented an update on building projects funded by the Special Reserve Fund for 2024, and the projects' anticipated completion timelines.

c. Review of 2025 Capital Reserve Projects and Special Reserve Budget

Deputy Director Sanders and Principal Greve presented the first draft of the Capital Reserve projects to be funded by the Special Reserve Fund in 2025. This budget will need to be approved by the Building and Grounds Committee before the October Board of Trustees meeting.

4. OTHER

None.

5. PUBLIC COMMENTS

None.

6. ADJOURNMENT

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

MOTION: Moved by Trustee Blanchard, seconded by Trustee Rowitz, to adjourn.

Voice vote.

Ayes: 3; Nays: 0. Motion carried.

The meeting adjourned at 5:14 p.m.

Respectfully submitted,

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