

# GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES BUILDING & GROUNDS COMMITTEE

## MEETING MINUTES

October 7, 2024, 10:00 AM

Glenview Public Library

Conference 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

## **1. CALL TO ORDER AND ROLL CALL**

Committee Chair Johnson called the meeting to order at 10:00 a.m. and the roll was called.

## **2. UNFINISHED BUSINESS**

None.

## **3. NEW BUSINESS**

- a. Review of Capital Equipment Repair and Facilities Maintenance (CERFM) Schedule

Executive Director Dorfman presented the Library's projected CERFM schedule through 2036. She noted that while the projected ending fund balance for the Special Reserve Fund would be expected to fall short of target for half of the years listed, forecasts suggest that the Special Reserve Fund would remain adequately funded.

- b. Review and approval for recommendation of the Special Reserve Budget

Executive Director Dorfman and Deputy Director Sanders presented a 2<sup>nd</sup> draft of anticipated Capital Repair & Replacement projects and the associated costs to be funded by the Library's Special Reserve Budget in 2025. Upon review of estimated completion timelines, it was decided to revise the total for the Space Improvement Project from \$2,615,006 in 2025 to \$1,114,252 in 2025 and \$914,481 in 2026.

**MOTION:** Moved by Trustee Blanchard, seconded by Trustee Rowitz, to recommend the Special Reserve Budget with revisions as discussed to the Board of Trustees for approval.

Voice vote.

Ayes: 3; Nays: 0. Motion carried.

#### **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 10:23 a.m.

Respectfully submitted,

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