

Minutes of the Building Committee Meeting of the Board of Library Trustees of the Orland Park Public Library held March 12, 2018

The meeting was officially called to order by Building Committee Chair and President Barcelona at 7:01 p.m.

Call To Order

Members present: Christian Barcelona, Elain Kleis, Charles McShane and Daniel McMillan (arrived 7:05 p.m.)

Roll Call

Other Trustees Present: Vice-President Joanna Leafblad (left meeting at 7:45 p.m.) and Trustee Nancy Healy (arrived 7:05 p.m.)

Members absent: None

Staff present: Mary Weimar, Library Director; Mary Adamowski, Assistant Library Director; Ross Kimmey, Finance Manager; Steve Newman, Maintenance Superintendent

None

Introduction of Visitors

None

Public Comment

Capital Needs Assessment – For Discussion

New Business

Director Weimar led the discussion on the individual line items on the Capital Needs Plan draft provided to the Board. Finance Manager Kimmey also explained the 2017 dollars are provided on the spreadsheet with future dollars at a 4% inflation rate increase for budgeting planning. Discussion took place on all of the physical aspects of the building including equipment repairs and/or replacement over the next twelve years. All of the trustees asked Steve Newman questions on past repairs and the longevity of some of the current equipment and his opinion on some landscaping strategies to keep pond weeds under control. Steve Newman stated the clerestory windows were in very good shape; but the other windows have started to need caulking which has a shorter life span, and those repairs have been started. Trustee McMillan stated the landscape is a very important part of a well-kept building. Trustee McShane inquired about the replacement cost of the generator. Newman explained it has a smaller capacity and could not sufficiently run this building in case of a power outage. Assistant Director Adamowski and Steve Newman discussed the energy rebates associated with replacing the light bulbs in the building. Director Weimar stated the Library may not replace light bulbs in an area in which the space may be repurposed and the light fixtures would be removed. Maintenance Superintendent Newman will install LED lights in the remaining staff office areas, as well as, the first floor patron areas. Plans will be finalized for the upcoming installation of the exterior lights and parking lot fixtures. Assistant Library Director Adamowski mentioned she and Steve Newman will begin writing a Request for Proposal for the roofing project in early April. The intent is to have 40% of the roof replaced in early summer 2018 and the completion of the project is proposed for 2023. Trustee Healy commented favorably on Mr. Newman's knowledge and skills. Vice-President Leafblad stated she had heard from a patron how this building still looked so good. President Barcelona shared information on the mechanical equipment associated with this building (RPZ's, pump controllers, etc.) Some expenses listed may not have to be done for about twenty-years based on their current condition. A longer discussion of the parking lot repair which is needed took place. Discussion took place on the amount in the Special Reserve Fund whose purpose is facility expenses. Over one million is currently in the fund, making the repairs/replacement projects 60% funded at this time.

Building Program Process Overview – For Discussion

Director Weimar explained the Management Team members had discussed some of the reallocation of space and services it would be nice to see the library do over the next several years. Some of the suggestions from staff were, larger meeting room, more study rooms, a better teen area, a tween area, a distinguishing art feature at the entrance to the Youth area, better temperature control and bright sunlight solution for the lobby, visible Smart Lab, more power and data for the patrons, permanent ventilation in the server room, and more were listed. A learning nature area attached to the library was discussed as a supplement to the school’s STEAM curriculum and a nice addition to the library which has nature-related programs for the patrons. Director Weimar said there were funding opportunities for this type of nature project available and would be explored. Finance Manager Kimmey explained the current funds available for such a project taking in consideration of having a minimum of six months of the budget available to be fiscally responsible. Funding level showed approximately three million dollars available to improvements, reallocation of space for current and new services. Finance Manager Kimmey explained the Library may be able to pay off the bond before its maturity year of 2022. After the 2018 payment of \$1.7 million, the Library will owe approximately \$3 million over the next four years. Director Weimar inquired if the library board was interested in inviting the architect of the building, Michael Barnes, to the April meeting to hear information on a project of this nature including focus groups for community members, staff and stakeholders.

Recommendation(s) to the Board of Library Trustees – For Final Action

The Committee agreed by consensus to instruct the Library Director to invite Architect Michael Barnes to the next regularly scheduled meeting of the board in April.

Secretary Kleis moved to adjourn the meeting and it was seconded by Building Committee Chair and President Barcelona.

Adjournment

The meeting was adjourned at 8:51 p.m.

Christian Barcelona
Building Committee, Chair

Approved: _____

Date: _____

Elan Kleis
Secretary

Approved: _____

Date: _____

Minutes prepared by Mary K. Weimar