



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Board of Library Trustees
BUILDING AND GROUNDS COMMITTEE
February 8, 2024

STUDY ROOM 1 – SECOND FLOOR
6:30 p.m.

Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office by telephone at (630) 231-1552, by email at admin@wcpld.info or in writing, not less than five (5) working days prior to the meeting.

MEETING AGENDA

- | | | |
|----|---|---|
| A. | Call to Order | Richard Bloom, Chair |
| B. | Roll Call | Richard Bloom, Chair |
| C. | Approval of the Minutes:
1. Meeting of August 1, 2022 | ACTION |
| D. | Recognition of the Public | |
| E. | Public Comment (Limited to 3 minutes) | |
| F. | Agenda – Additions / Deletions | |
| G. | Unfinished Business
1. Roofing Update
2. Add Ejector Pump Alarm
3. Purchase Five (5) VAV Boxes and Actuator Arms
4. Electrical Panel Scan
5. Electrical Panel Maintenance | ACTION |
| H. | New Business
1. Tuck Pointing
2. Power Clean Front & Rear Walls
3. Replace Entrance Pavers to Include Bike Rack Removal and Repair
4. Consider Adding Gutters
5. Consider Adding Exterior Lighting | ACTION
ACTION
ACTION
ACTION
ACTION |

I. Recommendations

J. Adjournment

Committee: Bloom, Fokta, Jakacki-Dattomo; Ex Officio: Weninger



WEST CHICAGO PUBLIC LIBRARY DISTRICT

Board of Library Trustees BUILDING AND GROUNDS COMMITTEE

August 1, 2022

Conference Room

MEETING MINUTES

1. Call to Order

The Building and Grounds Committee met on Monday, August 1, 2022. The meeting was called to order at 6:02 p.m.

2. Roll Call

Roll call was taken and those present or absent were as follows:

Present: Richard Bloom (Committee Chair), Frank J. Fokta, Corrine Jakacki-Dattomo (Trustees); Benjamin Weseloh (Library Director)

Absent: Nancy Conrads, Ex Officio

3. Approval of the Minutes

The minutes of the June 27, 2022 meeting were unanimously approved as presented.

4. Recognition of the Public

None

5. Public Comment (Limited to 3 minutes)

None

6. Agenda – Additions / Deletions

None

7. Unfinished Business

None

8. New Business

The committee had three reports to consider and discuss: The Elara Engineering Facilities Assessment; the Olympic Engineering Structural Report; and the Draft Strategic Plan – all which contained recommended projects. The committee agreed to a format using the following designations: projects to be completed in year one; projects to be completed in one to three years; and projects to be completed in three to five years. Two additional categories were also established: emergencies and a “wish list”.

The committee then proceeded to review all recommended projects from the three reports. A decision was made to either accept or reject the proposal. If accepted, it was assigned a time frame based upon the aforementioned criteria.

After reviewing the three reports the Chair opened the meeting to committee members and the Library Director to present for consideration any projects not previously covered. Discussion was had regarding handicapped parking; phase two of the StudioGC "master plan" for restructuring the library and implementing a plan to become pro-active when confronting emergency situations. It was agreed to that a number of repair and replacement parts be purchased and stored at the library relating to critically needed items. This action is being recommended due to inventory and supply chain issues.

Corrine left the meeting at 7:10 p.m.

The remaining item on the agenda was a presentation by the Library Director to the committee regarding the status of the building roof leaks. A couple of recommendations from the committee were offered to the Director.

Having concluded our business, the meeting was adjourned at 7:15 p.m.

Committee: Bloom, Fokta, Jakacki-Dattomo; Ex Officio: Conradt

Meeting Summary

Building & Grounds Committee

The Building & Grounds Committee met on August 1, 2022. During the meeting the committee discussed the 2022 facilities assessment and its findings. The recommended projects listed in the facilities assessment, including some identified in the draft strategic plan, were then separated into the following categories:

YEAR ONE

- Add ejector pump alarm (elevator)
- Purchase five (5) VAV boxes and actuator arms
- Electrical panel scan
- Electrical panel maintenance

YEARS ONE TO THREE

- Olympic Engineering Report (structural issues)
- Canopy/gutter over the stairwell
- Handicap Parking

YEARS THREE TO FIVE

- Fire alarm system

WISH LIST (variable timing)

- Hot water return installation
- Renovation of Circulation, Technical Services and part of Youth Services
- Reconfiguration/renovation of library second floor

POTENTIAL EMERGENCY PROJECTS (variable timing)

- Replace air handling units one and two
- Install humidifier (to be determined)
- Replace boilers
- Replace chilled water pump