



NEW LENOX PUBLIC LIBRARY DISTRICT SPECIAL BOARD MEETING

Building & Ground Committee

APRIL 20, 2017

The meeting of the New Lenox Public Library District Board of Trustees Building and Grounds Committee was called to order at 2:01 p.m. by Trustee Broccolo on Thursday April 20, 2017, at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois.

Present were Trustees: Ann Podoba, Louis Broccolo. Colette Loecke

Absent: None

Staff present: Michelle Krooswyk - Director and Recording Secretary, Dominic Anco – Maintenance Manager

Visitors: None

Audience to Visitors

Bill Urban – Brookside Landscaping

Old Business

Landscaping

Bill Urban was present from Brookside Landscaping. Trustee Podoba asked Bill to introduce himself. Bill said his company is a full service landscaping company based out of New Lenox and he has been in the business since he has been 15 years old. He is attending the meeting because Trustee Broccolo requested a quote regarding the landscaping around the front of the building and the entrances. Mr. Urban requested that the group walk around the building and Dominic Anco suggested discussing goals prior to going outside. The trustees said they wanted to keep budget in mind while trying to revamp the front entrance areas with either mulch, grass or rock. The group then walked around the building to discuss specific improvements they would like to see (removing rusted out metal edging, covering bare dirt with rock or grass).

Front Entry

\$1900 for front railings, tables, chairs and trash cans that will be done as soon as the weather warms up.

Painting and Wall Repair

Repaired major stress cracks in walls of both meeting rooms. Painting is 40% complete.

Lighting

Replaced bulbs and original ballasts over main stairway; needed to utilize mechanical lifts. Now that these have been replaced, they should be good for another 10 years or so.

Graffiti in Elevator

Created vinyl sticker to cover graffiti with our logo rather than risking sanding the actual door.

Tethering Sign Holders

Secured sign holders around the perimeter of upstairs balcony to prevent falling to first floor below.

Storage

Dominic will be working with Director Krooswyk and Circulation Manager Jennie Suttle to use a portion of the staff circulation area to house extra storage in the future.

Condition of Front Entrances

Dominic has been in contact with cleaning company to maintain the front entrances to a higher standard and he will be looking after the cafeteria windows.

ADA Door Openers

Dominic presented two quotes for electronic openers for public restrooms; one for \$14,000 and another for \$31,500 depending on model and scope of work.

Parking Lot

Bill Wilhelmi, Inc. Blacktop Paving and Seal Coating provided several quotes for different options of paving the parking lot. Pavement patching would be \$12,050.00, seal and stripe for \$6,315.00 or Milling and Paving the entire lot for \$98,000.00. All present discussed options for funding this large project.

FY2018 Budget Requests

The two top items would be compressor repairs and fire alarm panels, which could fail this year. There's a 40% chance a compressor could fail and 30% chance the fire alarm panel will fail. We want to ensure this money is in the reserve account and not necessarily in the B&G budget line. We will need to clean and reseal gutters for approximately \$2200. Due to shelving being moved upstairs, we will need to replace some baseboard, which could be either oak or rubber. Landscaping budget should be around \$20,000. Recaulk and tuck point exterior should be \$2500. Carpeting repair and replacement should cost around \$100,000, but that is over a period of years and takes replacing the carpeting with carpet squares into consideration. Trustee Broccolo asked about the price to remove the information desk, which Dominic estimates it at \$2,500-3,000.

Trustee Comments

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Adjournment

Trustee Loecke moved and Trustee Podoba seconded that the meeting be adjourned at 2:58 p.m. Motion passed with all in favor.

Michelle Krooswyk, Director

Respectfully Submitted,
Michelle Krooswyk
Recording Secretary