

New Lenox Public Library District Board of Trustees Meeting

120 Veterans Parkway, New Lenox, Illinois

February 14, 2022

Building & Grounds Committee Meeting – 6:30 pm



MINUTES

The meeting of the New Lenox Public Library District Board of Trustees Building & Grounds Committee was called to order at 6:31 pm by Director Krooswyk on Monday, February 14, 2022 at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois

Trustees Present at the Library Building: President Michelle Monbrod, Trustee Cari Didion, Trustee Colette Loecke, Trustee Alex Vancina

Staff present: Executive Director: Michelle Krooswyk, Business Manager: Michael Stubler, Facilities Manager: Brian Goebel, Recording Secretary: Mary Beth Windberg

Audience to Visitors

- None

New Business

- The purpose of this meeting was to discuss the upcoming renovations and the elevator/fire panel project.
- Facilities Manager Brian Goebel briefed the Committee on the status of the elevator. At 20 years old, it is mechanically obsolete, and replacement parts are no longer available. When the elevator is replaced, the fire alarm panel will also need to be replaced. ThyssenKrupp Elevator quoted approximately \$79,000 to replace the elevator with a lead time of 16-18 weeks, and downtime of 2-4 weeks. The fire alarm system will need to be brought up to code once renovation starts. Studio GC has submitted a proposal of \$19,000 for engineering and preparing bid proposals for the fire alarm system. Replacement of the elevator will be timed to coincide with the lobby renovation to reduce the inconvenience to the public. The funds are available for this project.
- Facilities Manager Goebel reported that All Pro Resources inspected the gutters, and they are in very poor shape. The gutters were cleaned and sealed, but the work could not be guaranteed due to the age and condition of the gutters.
- New software and maintenance agreements are needed for the building automation system, at a cost of \$3,500.
- Air handler filters are now taking 4-5 months to receive.
- Sprinkler system pressure testing will take place on February 15. Fire and building alarm testing will take place on February 22.
- Holes are cut for the acoustic vents for the new HVAC system. Equipment delivery has been delayed by inclement weather. New coils and piping are complete.

- Executive Director Krooswyk held the final design and development meeting on the renovations. Clarifications on the design of the pop-up meeting room doors, as well as the Tech to Go collection display, will result in a cost savings.
- Project timeline – project will be completed in two phases. The first phase will encompass the east entrance, the new Digital Media Lab, Patron Services, and the workroom. Once the new area is open, the rest of the project will be complete.
- Timing: Construction drawings complete by the end of March, go out to bid in April or the beginning of May, contractor selection by the end of May, and begin construction in the summer.
- Business Manager Michael Stubler mentioned an additional check to TK Elevator. Facilities Manager Goebel explained that due to changes in the State of Illinois elevator inspection requirements, as well as timing of inspector availability, it is necessary to book the inspection for next fiscal year now.

Trustee Comments

- None

Adjournment

Trustee Loecke adjourned the meeting at 6:56 pm.

Respectfully Submitted,
Mary Beth Windberg
Administrative Assistant/Recording Secretary