

**Elmwood Park Public Library
Building Committee
Wednesday, January 16, 2019**

1. Chairperson Pesko called the meeting to order at 7:00 p.m.
2. Upon roll call, the following Trustees were present:
Chris Pesko, Marisa Santangelo, Diana Gordon (arrived at 7:12 p.m.)
Also present: Library Director Tiffany Verzani, Assistant Director Jason Stuhlmann, Head of Circulation Services Mary Moss, Head of Technical Services Lucas McKeever
3. Unfinished Business
NONE
4. New Business
FY18-19 Lobby Redesign
Director Verzani provided an overview of the project in order to determine next steps for the architect and board. The budget has not been finalized but is expected to be under \$115,000 which includes a contingency. However, if the board would like to consider a new desk, the budget could increase by \$10,000.

Timeline is expected to be mid-February through mid-April. Staff also shared our preferences for paint, furniture and fabric choices, along with a furniture layout plan and paint plan. There was some discussion of color finish for wooden stools, but otherwise the committee liked the choices.

Assistant Director Stuhlmann provided an update to the vending survey and the staff vending committee's plans for interviewing companies.

FY19-20 Projects

Building Fund expenses

1. The LAN Room is in need of a new HVAC unit, estimated at \$8,000-10,000
2. Exterior light fixtures that hang from the building can be switched to LED. \$1,000
3. Exterior West Wall signage. We reviewed quotes we had for an acrylic sign and discussed the need for it to be illuminated. Director Verzani will reach out to additional companies, such as the company that did the Culver's sign, for more estimates. We discussed an \$8,000 place holder.
4. We have been trying to replace old lounge chairs in batches of 3-4. Replacing 3 brown chairs in Kids & Teens would make all the furniture in that department new. Estimate \$3,000
5. We received an estimate for repainting the exterior railing, doors, and library name at the front of the building. Updating the faded paint here will enhance the lobby project. Estimate under \$5,000

Operating Fund expenses

1. Head of Technical Services McKeever provided an overview of the You Are Beautiful public arts project. The committee discussed working with the local schools and select students to customize an art installation. Projects range from \$1,000-\$3,000 and is included in the operating budget.

2. Interior lighting improvements in the Picture Book Room, and above the new book collections are the highest impact/lowest cost changes we can make based on the ComEd report. Director Verzani contacted NRG which only does residential work, and Energy 360 which provided a similar report to us 5 years ago.
3. Fire pump valves need to be replaced and funds are allocated in the operating budget.

Grants

Head of Technical Services provided an overview of our grant application for a storytelling festival and community art project. If we receive this grant, it could go hand in hand with the You Are Beautiful project.

Capital Plan

Director Verzani recommended that the board consider adding to long-range projects, such as improving the public restrooms, working with the Village on improving the west side lawn, replacing carpet and updating the Ferrentino Room, adding a door to the lower level hallway to block access to staff areas. Library Administration will work with our Facilities Manager to cost out such projects and see if they can fit into the larger Capital Plan.

5. Adjournment

On a motion from Trustee Santangelo and seconded by Trustee Gordon, the meeting was adjourned at 8:31p.m.

A handwritten signature in cursive script, likely belonging to a trustee or official mentioned in the text.