

**ELMWOOD PARK PUBLIC LIBRARY**  
**Minutes**  
**Building Committee**  
**May 5, 2016**

1. Chairperson Joe Bertolli called the meeting to order at 7:04 p.m.

2. Upon roll call the following Trustees were present.

Joe Bertolli, Marisa Santangelo, Orlando Vale

Also Present: Library Director Tiffany Verzani

3. Unfinished Business:

The committee reviewed projects slated for FY16/17.

- 3 HVAC units will be replaced this week. Four units remain for upgrade, including one large ton unit that will have to be done as a single project.
- After further investigation of the lampposts' quality, as well as possible electrical and sand erosion issues, Director Verzani and the Facility Supervisor had one of the concrete fixtures sanded and patched as another option to consider. Trustees also expressed concern for the durability of new lamp posts and were supportive of improving the current concrete lights. In addition, stronger bulbs will be purchased for the fixtures attached to the building's exterior and will improve lighting and visibility. Overall, canceling the installation of new lamp posts will save at least \$15,000.
- Painting in Adult Services and the Story Room will be scheduled for the fall after a staff member returns from maternity leave.
- The automatic doors for the restrooms will be scheduled this summer.
- Mike is obtaining roof estimates. We will have at least 3 to share at the next meeting and incorporate into our long-range building needs and budget.
- We received one quote for carpet replacement of the entire building, which appeared high. We have two recommendations to contact and will continue obtaining estimates.
- The committee discussed ideas for incorporating an outdoor garden area into an enclosed space with possibility for memorials and donations for a fence or other needs. Evaluating the addition of outdoor programming and green space is in the strategic plan.
- We have funds budgeted for parking lot repairs and are waiting on information from the Village on how to proceed. Also, we were approached to discuss ideas on how to address soil/clay on the west side of building, such as paving the area.

4. New Business:

- Tiffany obtained an estimate for a facility capital renewal plan from a local architecture firm. The committee decided against moving forward with it because we have made significant progress in addressing issues and the report would not necessarily be worth the cost.
- The Envisionware maintenance for the anti-theft/security system will be included

in the Building Fund expenses.

- The committee added the purchase of adult computer chair replacement and an oven for the Ferrentino Room due to staff and patron concerns and the savings realized from the exterior lighting project.
- The committee discussed the need to interview other architectural firms for the lobby redesign and the parameters on this process according to QBS (Qualified Based Selection for Professional Services).

5. Adjournment:

There being no other business, the committee was adjourned at 8:20 p.m.

*Joe F. Bartolli*