

**New Lenox Public Library District
Board of Trustees Meeting**
120 Veterans Parkway, New Lenox, Illinois
July 12, 2021
Building and Grounds Committee – 6:30 pm



MINUTES

The meeting of the New Lenox Public Library District Board of Trustees Building and Grounds Committee was called to order at 6:30 p.m. by Trustee Ulstad on Monday, July 12, 2021 at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois.

Present: President Michelle Monbrod, Vice President Alex Vancina, Trustee Cari Didion, Trustee Bonnie Ulstad, Trustee Colette Loecke arrived at 6:32 pm.

Present Via Zoom: None.

Absent: None

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

Audience to Visitors: None.

New Business

Studio GC is finalizing the HVAC bid packet; the newspaper notice and packet will be available tomorrow. Facilities Manager, Brian Goebel, showed Trustees the drawings from Studio GC regarding plans and requirements for the HVAC unit replacements. President Monbrod asked if there would be zoned units. Mr. Goebel stated that at this time, creating zones would not be economically feasible, and at the same time that would be something to consider for long-term plans. The primary goal is high-quality, reliable equipment to ensure the building stays cool. Industry standard for delivery and install used to be 4-6 weeks, and right now that has been extended to 16 weeks due to the pandemic. The pre-bid meeting will be July 21 at 3:00 pm; information regarding the pre-bid is on the library website and will be in the Daily Herald newspaper. Bids will close July 28 at 2:00 pm.

The phased library renovations were also discussed with the Trustees. The first phase of library renovations will include the installing automatic doors, vestibules, the Circulation/Patron Services area, and front lobby. The primary importance is ensuring efficient use of space that focus on services for our patrons. The Digital Media Lab will be brought downstairs to ensure adequate work spaces for patrons and incorporating intergenerational programs. In addition, an area for the Friends Book Sale room, efficient workspace for Patron Services staff, self service options for holds and copy/print services, and potential additional meeting room space will be addressed.

Trustee Comments

None.

Adjournment

Trustee Loecke moved and Trustee Didion seconded that the meeting be adjourned at 7:00 p.m. President Monbrod declared the meeting closed.

Respectfully Submitted,
Michelle Krooswyk, Director and Recording Secretary