

New Lenox Public Library District Board of Trustees Meeting
120 Veterans Parkway, New Lenox, Illinois
July 10, 2023
Building & Grounds Committee Meeting - 6:30 p.m.



MINUTES

The meeting of the New Lenox Public Library District Board of Trustees Building & Grounds Committee was called to order at 6:30 pm by Trustee Michelle Monbrod on Monday, July 10, 2023 at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois.

Trustees Present at the Library Building: Michelle Monbrod, Terry Nolan, Alex Vancina

Absent: Trustee Moncek

Staff present: Executive Director: Michelle Krooswyk; Assistant Director: Shalyn Rodriguez;

Recording Secretary: Mary Beth Windberg, Facilities Manager: Brian Goebel

Audience to Visitors

- None

New Business

- Discuss upcoming building projects including
 - Parking lot resurfacing project
 - Future renovation plans, short and long term
 - Café space
 - Friends of the Library Donor Tree
 - Landscaping maintenance

Discussion

- Facilities Manager Brian Goebel went over his report (see attached) addressing upcoming projects and ongoing maintenance issues.

Trustee Comments

- Trustee Nolan asked about the status of the rusty fence in the front of the building. Discussion was held regarding temporary repair options and permanent fix/replacement options. Discussion was also held regarding the issues with the gutters.

Adjournment

- Trustee Monbrod adjourned the Building and Grounds Committee meeting at 6:54 pm.

Respectfully Submitted,

Mary Beth Windberg

Administrative Assistant/Recording Secretary

Facilities Building & Grounds Committee Report for July 10, 2023

- Parking Lot repaving bids are being accepted as the next step in much needed upgrades and renovations to the library. Bids are being accepted until 11:30 am Thursday, July 6th with official opening by Studio GC to immediately follow.
- Library Administration and Facilities will be meeting with Studio GC to discuss the next logical steps for the renovation process and to develop a plan to ensure that projects are funded adequately during each step of the process.
- Leaky plumbing and burned out lighting will be addressed in the next round of “routine” building repairs.
 - Quotes from contractors are being sought.
 - Determination will be made whether repairs are extensive enough to go to bid as part of larger renovations projects or if it is more cost effective to perform them as separate building repairs.
 - Library will be reassessed for electricity supplier rebates for LED lighting upgrades. This was performed pre-referendum and at that time, the rebates weren’t plentiful enough to provide adequate funding for a full LED upgrade.
- Assessments will be made to begin renovations in the cafe. The room had been used to provide a work area for contractors (machining/work room during lobby and elevator renovations), and is currently providing storage for construction supplies. With completion of the current renovation stages, materials will be removed/built/installed and the room will be empty for the next chapter.
- Friends of the Library Donor Tree reinstallation is being assessed. Facilities is working closely with the Administrative Assistant and the Assistant Director to determine a more feasible way of hanging the more than 40 individual parts that comprise the entire piece. Originally, approximately 200 individual holes were drilled into the front lobby wall to hang the Tree, and no, that will not be the option of choice this time around.
- Tree trimming will be scheduled soon for trees and shrubs throughout the Library grounds.