

**River Forest Public Library  
Facilities Committee Meeting  
MINUTES  
Tuesday, May 13<sup>th</sup>, 2025 at 10:30am**

**Call to Order:** Trustee Delano called the meeting to order at 10:39am.

**Present:** Committee members Scott Delano, Elan Long, Ann Berens. Scott Delano left the meeting from 11:00am to 11:45am and left again at 12:23pm.

**Committee members absent:** Cathy Ruggeri

**Others present:** RFPL Director Emily Compton, RFPL Operations Manager Shannon Duffy, RFPL Adult and Teen Services Manager Shannon Gruber, RFPL Children's Services Manager Melaina Maraldi

**Visitors:** Engberg Anderson (EA) Architect Shaun Kelly and Designer Isela Catania

**Old Business:**

- a. Room renovation project- workshop with Engberg Anderson Architects
  - a. Mr. Kelly presented the timeline for going out to bid. The Board will need to approve the contract, most likely at the July meeting. If that date doesn't work, there may need to be a special board meeting.
  - b. EA reviewed the floor plan and finishes that had been chosen at previous meetings. Glass windows above the shelving were included as an alternate that may be added on.
  - c. Built-in storage plans were shown for the Children's Services' workspace and the community room. Millwork cabinet doors will be more affordable than custom doors in the Community Room. The drain for the sprinkler system will be in the closet in the Community Room.
  - d. Mr. Kelly presented accessories for the family restroom including the toilet paper dispenser, grab bars, and baby change table. A jump seat could be installed since there is more room in the bathroom now, but isn't necessary.
  - e. Room signage is governed by ADA code. The text must be uppercase letters and three dimensional with braille. There are font options that are ADA compliant. The colors need to be enough of a contrast to see a difference. The rooms will need to be named. The group discussed what kind of whiteboard will be in the room. A glass whiteboard is nicer but more expensive than a magnetic one.
  - f. Door hardware can include a kickplate, door stop, and a closer if desired. The emergency exit door and workspace door will have panic hardware. The emergency exit door will have an alarm.
  - g. Ms. Catania outlined the finishes that the committee chose and clarified a few options like the backsplash by the Community Room sink. The group talked about storage bins and a mobile charging cart for devices.

**New Business:**

- a. The committee did not discuss new business.

**Adjournment:** A motion was made by Trustee Long to adjourn the meeting at 12:41pm. It was seconded by Trustee Berens.