

**Board of Trustees
River Forest Public Library
Facilities Committee Meeting Minutes
Wednesday, July 6, 2016 2:00 pm**

Call to Order: Trustee Alice Calabrese Berry called the meeting to order at 2:00 pm.

Present: Trustees Alice Calabrese Berry, Joan O'Connor, and Claudette Zobel were present.

Also present were Director Sue Quinn and staff member Joanna Bertucci.

Minutes: Approval of June 1, 2016 Minutes. Trustee O'Connor moved to approve the minutes, Trustee Zobel seconded and the motion passed unanimously.

Old Business:

a. 2nd Floor Carpet Project

Director Quinn received three bids for the second floor carpeting project. The lowest bidder is Rieke Interiors at \$33,425. The scope of the project will include re-carpeting the second floor and installing Johnsonite stair tread on the main lobby stairwell. The library will have to secure a dumpster.

Trustee O'Connor moved to approve the second floor carpeting and lobby stairwell project not to exceed \$35,000. Trustee Zobel seconded and the motion passed unanimously.

The library will have to close Monday, December 26, Tuesday, December 27, and Wednesday, December 28 to complete the carpeting project. Trustee O'Connor moved to approve the library closure December 26, 27, and 28. Trustee Zobel approved and the motion passed unanimously.

b. Entryway Roof Replacement

Director Quinn received three bids for the entryway roof project. The chosen bidder is Trinity roofing to replace all three flat entry way roofs for \$8110.

Director Quinn will investigate the terms of the 5 warranty.

Trustee O'Connor moved to approve the entryway roofing project not to exceed \$8500. Trustee Zobel seconded and the motion passed unanimously.

New Business:

a. Sewerage ejector pump replacement

The sewerage ejector pump is the next project on the capital reserves project plan. The committee recommends that Director Quinn investigate and hire a

plumber to look into the project the while Roosevelt Middle School campus project is underway.

The next meeting of the Facilities Committee will take place on Wednesday, August 10th at 2:00 pm.

Adjournment:

- The meeting was adjourned at 3:00 pm.