

**Board of Trustees
River Forest Public Library
Tuesday, September 10, 2019**

Call to Order: Trustee Calabrese-Berry called the meeting to order at 4:00 pm

Present: Committee members Alice Calabrese-Berry and Karen Stierwalt. Also present were RFPL Library Director Sue Quinn and staff member Joanna Bertucci.

Minutes: There are no corrections to the August 13, 2019 minutes.

New Business

a. Project Updates

- i. Lobby/staff spaces renovation project
 - Project began on Monday, September 9th as scheduled. The project is proceeding as scheduled thus far.
- ii. Children's Room project
 - Director Quinn requested a quote from JA Watts for the disposal of the current children's room J shelving and for reinstalling the picture book shelving after the carpet is replaced. The quote came in at \$3,300. Director Quinn will send the approved quote to William's Architects for processing.
- iii. HVAC/Exhaust Fan Project
 - The HVAC replacement and repair project was completed Tuesday, September 10th. The scope of the work was changed slightly. Upon further investigation Oak Brook Mechanical determined that one of the three fans could be repaired instead of replaced. This will result in a \$4,441 savings for the library, as the project was originally quoted at \$9,980.00 and will now be \$ 5,539.00.
- iv. C. E. Crowley & Associates, Inc. sent a contract for the slate roof repair project. Director Quinn has sent the contract on to our attorney, Greg Smith, for review.

b. General Updates

- i. The mechanical room was cleaned and organized in early August. A dumpster was rented to dispose to of items that could be not thrown into the regular trash
- ii. Director Quinn recycled spent and unneeded fluorescent light bulbs. The cost for this was roughly \$230.00.

Adjournment: The meeting was adjourned at 4:20 pm.