

**River Forest Public Library
Facilities Committee Meeting
MINUTES
Thursday, April 15, 2021 at 9:00 AM**

Call to Order: Trustee Calabrese-Berry called the meeting to order at 9:00 AM.

Present: Committee members Karen Stierwalt and Alice Calabrese-Berry. Also present were RFPL Board President Deborah Hill, Director, Emily Compton-Dzak, and Operations Manager, Joanna Bertucci

Visitors: Cathy Ruggeri

Minutes: The March 11, 2021 minutes were approved.

New Business

- a. General Facility Updates: Ms. Bertucci provided an update of building projects since the committee last convened in March 2021
- RFPL's fire alarm and sprinkler inspection was completed on April 1st.
 - A local handyman was hired to refresh two benches adjacent to the Library's front door on April 15th and 16th. These benches were part of a Boy Scout project/donation to the Library approximately 15 years ago. The cost for this project is \$1,200.
 - The sewer ejector pit will be serviced on April 19. The sewer ejector is serviced during odd numbered years.

Old Business

- a. Air Handler Project Update: Director Compton-Dzak provided an update regarding the air handler project.
- Director Compton-Dzak, Trustee Bevan and Ms. Bertucci attended the Park District meeting on April 12th. The Park District Commissioners voted unanimously in favor of approving the Memorandum of Understanding (MOU), subject to attorney review. The lease will be renewed as part of this process. The Park District asked for the lease term of fifty (50) years instead of the Library's proposed ninety-nine (99) years.
 - Trustee Stierwalt asked for explanation of the indemnification clause in section 3. E. of the MOU. Director Compton-Dzak explained that this was added to address the Park District's concerns about contractors entering and exiting the gate via Park District property. Trustee Stierwalt asked that Director Compton-Dzak reach out to the Library's insurance provider regarding the additional land in the Library's renewed lease.
 - Director Compton-Dzak explained that the Park District also raised concern about masonry veneer versus masonry cladding during the MOU revision process. The MOU has been updated to reflect that the masonry enclosure will be specified as "masonry veneer" in the bid specifications. Masonry veneer is a two-layer application with brick on the exterior and cement block on the interior. Trustee Stierwalt asked Director Compton-Dzak to keep in mind the porous nature of cement block and that RFPL might have to plan for sealant to be reapplied to the cement block every ten years. Trustee Stierwalt offered to be a support to Director Compton-Dzak with regards to the masonry enclosure.
 - President Hill requested that the words "5' Easement" be removed from the exhibit to the MOU as that area depicts property already included in the area leased to the Library.
 - President Hill addressed Trustee Stierwalt's concern regarding the consent to waiver of conflict of interest as Klein, Thorpe, and Jenkin's represents both the River Forest

Public Library and the Village of River Forest. President Hill explained that Greg Smith has moved quickly to support the Library during this process and has delivered excellent counsel. If the waiver is not signed, the Library would need to retain new counsel immediately, which would cause a significant delay in the process. Additionally, Mr. Smith's experience in working through the Village's DRB process previously is an advantage to the Library. If a conflict between the two parties were to arise, both the Library and Village would have to retain new counsel. Trustee Stierwalt was satisfied with this explanation and President Hill will sign the waiver as soon as practicable.

- Director Compton-Dzak shared an update regarding the DRB process.
 - A pre-file meeting with Library and Village staff is tentatively scheduled for April 22.
 - Notice of a public neighbors meeting has been sent to all residents who live within 500' of the Library in all directions. The meeting will take place on April 28. Director Compton-Dzak will explain the project and take questions. All resident comments will be submitted to the Village as part of the DRB process.
- Director Compton-Dzak is working with Chicago Project Management (CPM) regarding the bidding specifications and process. CPM is also preparing a decibel study of noise output of the exterior unit for the April 28 neighbors meeting.

Next Meeting: Wednesday, May 12th at 9:00 AM

Adjournment: The meeting was adjourned at 9:21 AM