

**River Forest Public Library
Facilities Committee Meeting
MINUTES
Thursday, September 9th, 2021 at 10:00 AM**

Call to Order: Trustee Stierwalt called the meeting to order at 10:03 AM.

Present: Committee members Ann Berens, Deborah Hill, and Karen Stierwalt. Also present were Director Emily Compton and Operations Manager Katie Cangelosi. Absent: Committee member Elan Long

Visitors: Trustee Cathy Ruggeri

Minutes: Trustee Stierwalt reported that Trustee Long asked that the minutes reflect “The Committee went outside to view the proposed air handler space”. The August 5th, 2021, minutes were approved with this change.

New Business

- a. General Facility Updates: Director Compton and Ms. Cangelosi provided an update on facilities since the committee last convened in August 2021.
 - S&D Prime Maintenance assessed the water damage behind the bookshelf on the second floor next to the fireplace. They checked behind both access panels on each side of the building, both of which have a dark interior wall that show no sign of mold. S&D Prime Maintenance sprayed mold inhibitor behind the bookshelf and no mold came off any surface during cleaning. The Committee is comfortable with this assessment.
 - The water fountain near the Adult and Teen Services desk started leaking from the piping above the women’s restroom. Water started dripping through the smoke detector into the women’s restroom. S&D Prime Maintenance stopped the leak by turning off the water to the fountain, Alarm Detection Services (ADS) temporarily removed the smoke detector, and Franzen Plumbing assessed the pipe damage. Fixing the pipes for that water fountain would be cost prohibitive, so Director Compton is waiting on a quote to have the water fountain removed.
 - ADS had another service call from a second floor fire alarm going off, without apparent cause. They replaced both the women’s restroom and the second floor alarm.
 - S&D assessed the curbside book drop on Roosevelt’s property, which is very difficult to open, and tried both shimming the bottom of the door and unbolting/rebolting it into the cement without any improvement. Ms. Cangelosi and Materials Service Manager, Victoria Muraiti, are working to draft a grant proposal to the River Forest Public Library Foundation for a replacement book drop. President Hill suggested checking with the Library’s insurance company regarding coverage for the replacement book drop since the damage to the existing book drop was caused by a car hitting it.
 - Returned materials in the walk-up book drop are being damaged by water and heat. A replacement walk-up book drop, including installation, is approximately \$7,000.
 - Southwest Fireplace visited onsite for regular fireplace maintenance. A screen near the fireplace caps has been damaged, and Southwest Fireplace will replace the screen.
 - Trustee Stierwalt asked if the agenda can include a short report of regularly scheduled facilities maintenance starting next year. Ms. Cangelosi will include an update for future agendas.
- b. Oak Brook Mechanical Contract – Discussion
 - Oak Brook Mechanical visited the Library to assess the six fan coil air conditioning units on the second floor. A quote is provided in the packet to include regular maintenance of the units.
 - The Committee discussed the price increase to include the fan coils with regular maintenance visits. Ms. Cangelosi will request that: 1) cleaning and changing the filters from the fan coils be explicitly included in the contract within the quoted price; and 2)

the cost increase for service maintenance of the fan coils be lowered. Ms. Cangelosi will ask Oak Brook Mechanical if there is any other equipment they should be maintaining. It was noted that the contract price is per inspection and that 2 inspections are called for each year.

c. Limestone Cleaning Quotes – Discussion

- Three quotes for limestone cleaning are provided in the packet.
 - The Committee took a tour around the Library building to look at the washing samples from Douglas Simons of Chicago Pressure Washing. The Committee discussed the different washing methods between quotes and different areas of limestone around the building that were quoted.
 - Trustee Stierwalt asked Ms. Cangelosi to gather feedback from a third-party company, Classic Restoration, on the different washing methods and recommendations for washing the limestone caps towards the top of the roof.
 - Ms. Cangelosi gathered the Committee's questions for the power washing companies and will bring final answers and input to the Board Meeting on September 21st, 2021.
 - The Committee returned to the building before moving to Old Business.

Old Business

a. Air Handler Project

- Director Compton reported that the Development Review Board application is in a completeness review with the technical review board. Once the application is deemed complete, it will need to go through a Technical Review Committee meeting, two separate Development Review meetings and then a Village of River Forest board meeting. The DRB reviews one project at a time, and there is another project currently under review.
 - Director Compton reported that the project at earliest would be able to begin in November/December.
 - Director Compton will continue to discuss the Village permit process and bid packet process with Williams Architects.

b. Lease Renewal: Director Compton reported that the attorneys for the Library and for the Park District are still finalizing a few outstanding issues on the Lease renewal.

Next Meeting: Thursday October 7th at 4:00 p.m. at the Library.

Adjournment: President Hill moved to adjourn the meeting, seconded by Trustee Berens. Meeting was adjourned at 11:17 AM.