

**MINUTES
OF THE REGULAR MEETING OF THE BUILDING & GROUNDS COMMITTEE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
JANUARY 14, 2010 AT 7:37 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

PRESENT: Kathleen de Grasse, Chair; Shlomo Crandus, John Schmidt, Richard Van Metre, Library Board; Janet Van De Carr, Library Director; Linda Egebrecht, Library Staff.

ABSENT: John Benka

Approval of Committee Minutes

Mr. Schmidt made a

MOTION: To approve the minutes for the Buildings and Grounds Meeting held December 10, 2009.

Mr. Crandus SECONDED the motion.

MOTION PASSED UNANIMOUSLY.

Monthly Maintenance Report

The committee reviewed the monthly maintenance report noting the purchase of a new, larger snow blower. Mrs. Van De Carr explained that the main concern in snow removal efforts is to keep sidewalks cleared for those entering and leaving the building.

Facility Improvements

Windbreak

Mrs. Van De Carr obtained a quote from Thatcher Oaks Awnings for a canvas canopy/wind break device to be seasonally attached to the entrance of the Library. There would be an additional annual charge to install the structure in the fall, remove it in the spring and store it off-site when not in use. The vendor noted that there is no guarantee that such a structure would keep the lobby warmer but it would reduce the amount of cold air entering the building. The proposed structure would have two smaller doors rather than one large door. This is a potential issue as many patrons have wide strollers.

Mrs. Van De Carr explained that a newer ceiling and new vents in the lobby area may be contributing to the lower temperatures being experienced in the lobby/Circulation area. Mr. Mestey will investigate to determine if heat previously coming into that area has been reduced or redirected to other parts of the building.

The committee will review the wind break issue again in the spring.

Children's Services

The committee went to the Children's area and looked at carpet samples that are being considered for the carpet replacement project there. The City attorney will be receiving bid documents from Mrs. Van De Carr on January 15, 2010 in preparation for obtaining the required bids for carpeting.

Mrs. Van De Carr inquired as to the Board's interest in replacing the doors at the entrance to the Children's department. She has already received one quote for the project. The committee agreed that Mrs. Van De Carr should obtain additional quotes for replacement doors. There have been incidents where children's fingers were caught in the existing doors. Replacement doors would have safety hinges that would prevent these types of injuries from occurring.

Strategic Plan Quarterly Update

The committee reviewed the strategic plan quarterly update. There were no comments on buildings/grounds changes.

Adjournment: 8:20 p.m.