

**AGENDA**  
**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT**  
**BOARD OF TRUSTEES**  
**Meeting Room A**

**Building Committee Meeting**  
**April 13, 2023 6:30 pm**

1. Welcome
2. Call to order and roll call of Building Committee members
3. Changes/Additions to the Agenda
4. Approval of Minutes from March 9, 2023
5. Comments from the Public  

MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
6. Old Business
7. New Business
  - a. Approve replacing the air compressor for air conditioner at the lowest cost of quotes **(Action)**
  - b. Update on parking lot approval process **(Discussion)**
  - c. Cost estimates for building priorities for FY24 **(Discussion)**
8. Other Business
9. Adjourn

Any individuals requiring special accommodations as specified by the American with Disabilities Act is requested to notify the Shorewood-Troy Public Library District Director at 815-725-1715 at least 24 hours in advance of the meeting date.

For further information regarding this meeting agenda, please contact:

Jennie Cisna Mills, Director  
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**SHOREWOOD-TROY PUBLIC LIBRARY  
BUILDING COMMITTEE MEETING  
Troy Township Office Meeting Room (Due to Remodeling of Library Facility)  
25448 Seil Road, Shorewood, IL 60404  
March 9, 2023  
6:30 pm**

The Building Committee Meeting was called to order at 6:30 p.m. on March 9, 2023, by President Thomas Novinski.

**BUILDING COMMITTEE MEMBERS PRESENT:**

1. Thomas Novinski
2. Tracy Caswell
3. Bob Stahl

**STAFF PRESENT:**

1. Jennie Mills, Director

**GUESTS:**

1. Paul Mills, Recorder
2. Bret Mitchell, Ethos Workshop
3. Phil Besler (6:47pm)
4. Vito Schultz (6:52pm)

**CHANGES/ADDITIONS TO AGENDA: NONE**

**APPROVAL OF MINUTES**

January 12, 2023: Bob Stahl moved/Tom Novinski seconded. Tracy Caswell abstained. Stahl and Novinski voted 'yes.' Motion passed to approve the minutes.

February 9, 2023: Tracy Caswell moved/Tom Novinski seconded. Bob Stahl abstained. Caswell and Novinski voted 'yes.' Motion passed to approve the minutes.

**COMMENTS FROM THE PUBLIC: None**

**OLD BUSINESS: None**

**NEW BUSINESS:**

- a. Four proposals were received. The Committee discussed the two lowest (D&A Landscape and Midwest Ground Effects) in detail. After discussion, Bob Stahl motioned, and Tracy Caswell seconded to sign a one-year contract with D & A

landscape. Winter treatment of parking lots and salting will be done on a “per snow event” basis and will not be performed on a seasonal basis. Roll call vote conducted with all building committee members voting ‘yes.’

- b. Director Mills gave an update on the remodeling currently in progress: the majority of the stacks are in their final location, much of the carpet has been removed and replaced, the electrical work is ongoing, and the doors have been replaced. Drywall will have to be repaired around the doors; Bret will obtain quotes from the painters to fix the drywall. Physical keys to the emergency door will only be held by the Director and the Assistant Director; a locksmith will re-key the doors to be on the same key to simplify the key system.
- c. The Building Committee discussed setting building repair priorities for FY24 budgeting purposes. The committee identified two main priorities:
  - a. Grinding, repairing, and repainting steel lintels and steel light poles. The price in 2019 was \$5900 to \$8350.00. Bret will come with updated pricing.
  - b. Waterproofing at basement walls. The price in March of 2019 was \$3750 to \$7500. Bret will come with updated pricing.

OTHER BUSINESS:

- a. Bret also discussed the first review of the parking lot plan that the Village had conducted. He did not consider any of the feedback that the Village had provided to be unusual. Director Mills notes that the Village does appear to be willing to take over the private road between the vacant land and the day care but has no further information at this time.

Tracy Caswell motioned/Bob Stahl seconded for the meeting to adjourn at 6:54 p.m., with all members present voting “yes.”

Respectfully submitted,

Jennie Mills, Director