

**River Forest Public Library  
Facilities Committee Meeting  
MINUTES  
Thursday, August 5th, 2021 at 4:00 PM**

**Call to Order:** Trustee Stierwalt called the meeting to order at 4:00 PM.

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

**Visitors:** None

**Minutes:** The July 8<sup>th</sup>, 2021 minutes were approved.

**New Business**

- a. General Facility Updates: Director Compton and Ms. Cangelosi provided an update on facilities since the committee last convened in July 2021.
- S&D Maintenance is scheduled for August 6<sup>th</sup> to assess the mold damage behind the second floor bookshelf from the early July air conditioner leak.
  - Oak Brook Mechanical has ordered a new chilled water pump, which has a life span of 10 years.
  - S&D Maintenance is scheduled mid-August to do a cleaning of the Library's box air conditioning units, replacing filters and clearing drainage tins.

**Old Business**

- a. Air Handler Project Update: Director Compton provided an update regarding the air handler project.
- Prairie Land Survey Company (PLSC) can provide the survey and the legal description of the space needed for the air handler placement. Director Compton is working with Williams Architects and PLSC to stay on track for the August 16<sup>th</sup> survey completion date.
    - PLSC will be on site Monday August 9<sup>th</sup> to begin fieldwork.
  - Director Compton is also working with Williams Architect for a cold weather contingency for the safety of the staff and facilities during the air handler construction. If needed, this may include:
    - A special cold-weather concrete mix when pouring concrete
    - A warm weather tent over the site of the construction when laying brick and mortar
    - Space heaters and blanketing pipes to protect indoor piping
  - Director Compton will follow-up with Williams Architect if there is an extra charge for any cold weather contingency steps.
  - Williams Architect is confident they can match the current brick of the building, and will begin color matching for the project.
  - Director Compton showed the Committee black and white elevation renderings of the brick wall and pointed out a seam around the building that may need to be replicated in the new brick structure. The Committee agreed to follow the professional opinion of Williams Architects given a reasonable price of adding the seam into the structure.
- b. Director Compton reported that the lease is not yet out of attorney review; she will follow up for a timeline.

**Next Meeting:** Thursday September 9<sup>th</sup> at 10:00 a.m. at the Library.

The Committee went outside to view the proposed air handler space.

**Adjournment:** Meeting was adjourned at 4:17 PM.