

**River Forest Public Library
Facilities Committee Meeting
MINUTES
Friday, September 29th, 2023, at 9:00 am**

Call to Order: Trustee Hill called the meeting to order at 9:00 am.

Present: Committee members Deborah Hill, Cathy Ruggeri, and Scott Delano. Elan Long and Ann Berens were absent. Also present were Emily Compton (RFPL Director) and Shannon Duffy (RFPL Operations Manager)

Visitors: Scott Morlock (Williams Architects) and Ron Marlowe (Construction Solutions of IL)

New Business: Director Compton stated that the meeting room repairs had been completed that week.

Old Business:

- a. Air Handler relocation and room renovation project
 - a. Mr. Marlowe reported that the above-ceiling inspection would occur that morning and included electrical, mechanical, and plumbing. Once inspections are done, the ceiling tile can be installed, and touch-up painting can occur. Once painting is completed, carpeting will be laid in the office area, and the work area will be cleaned. The walk through for preparing the punch list can then be scheduled.
 - b. The controls manufacturer will be on site to set the range within which the unit will operate. Testing and balancing will occur after the controls work is complete.
 - c. Mr. Morlock reported that the air handler unit is 8" higher than the top of the enclosure rather than the 6" that Williams Architects originally reported. They thought raising the wall by only 8" would risk the unit still being visible. Since the wall must be increased in 8" increments, their Field Order provides that the wall will be raised by 16". Williams consulted with a structural engineer who concluded that the enclosure foundation can support the additional height.
 - d. Mr. Morlock will consult with architects at Williams who were involved with the project when it was being considered by the Village as to whether the Village needs to be informed of the change in height of the enclosure.
 - e. Trustee Delano theorized that factors other than condensation from the unit were contributing to the wet conditions around the enclosure, including soil compaction and the grading of the area around the enclosure. The unit would normally not produce enough condensation to flood the field. Trustee Delano

requested that Williams provide information about the condensation rate from this unit.

- f. Attendees inspected the mechanical room and office area. They selected carpet and vinyl base for the office area.
- g. Ron stated that the gate for the enclosure will not be ordered until the enclosure is raised to its final height.
- h. Mr. Marlowe and Mr. Morlock exited the meeting at 9:45 am.
- i. Trustee Ruggeri reported on her telephone conversations with Pete Schipma of CSIL regarding the raising of the enclosure wall. Mr. Schipma is currently getting quotes from two masons. He stated that bricks and a new piece for the limestone cap are available.

Adjournment: A motion was made by Trustee Delano to adjourn the meeting at 10:08 am. It was seconded by Trustee Hill.