

Board of Trustees
River Forest Public Library
Wednesday, September 30, 2020

Call to Order: Trustee Calabrese-Berry called the meeting to order at 3:34 pm

Present: Committee members Alice Calabrese-Berry and Karen Stierwalt. Also present were RFPL Board President Deborah Hill, RFPL Library Director Sue Quinn and RFPL staff member Joanna Bertucci.

Minutes: The August 27, 2020 Minutes were approved.

New Business

- a. At the request of Trustee Stierwalt, Ms. Bertucci provided a review of the 2011 Building Envelope project.
 - Ms. Bertucci explained that in 2010 Engberg Anderson, an architectural and engineering firm, completed a capital reserve assessment and study. Based on this study, the first major project RFPL was advised to complete was to secure the building's envelope. This work included slate roof repairs, tuck-pointing/masonry work, cracking sealing, and art glass restoration, and exterior and interior painting.
- b. General Facility Updates: Ms. Bertucci Director Quinn provided an update of building projects since the committee last convened in August 2020.
 - Oak Brook Mechanical was onsite September 29th to replace our compressor. The flow switch on the chiller, that was replaced in May 2020, has failed. The switch is still under warranty and will be replaced next week. At the same time, Oak Brook Mechanical will complete our semi-annual HVAC inspection.
 - S&D was onsite to power wash the building's exterior and garden seat wall.
 - Oak Electric installed a new exterior light timer
 - JA Watts facilitated the replacement of a broken sprinkler head and stained ceiling tile.
- c. Exterior Masonry Repair Project Proposal - Classic Restoration
 - Director Quinn and Ms. Bertucci met with Jim Mahoney of Classic Restoration to quote exterior masonry repairs. At the time of the meeting, the quote has not yet been received. The quote will be broken up into three estimates:
 - Garden retaining walls: use sealant to close open joints and reset cap stones on the north and south sides of the retaining walls.
 - Front entry: tuck point cracks in brickwork on north and south sides of the front door.
 - Garden seat wall: redo sealant between joints
 - If the quote comes in below \$5,000 Director Quinn will accept the proposal and schedule the work. Otherwise, the project will be brought to the Board as new business.
- d. Future Capital Projects
 - Director Quinn provided some additional details about the air handler replacement project.
 - The FY 2021-2022 capital budget includes approximately \$160,000 for the replacement and the exterior relocation of the air handler unit as well as fees for an engineering consultant.
 - a. The 2017 report from Chicago Project Management consultants estimated that a new air handler unit (in kind mechanical replacement) would cost approximately \$75,000.
 - b. Approximately \$49,000 would be required to pour a concrete pad and run the ductwork necessary to service the air handler unit outside.

- c. An additional \$17,200 would be needed to prepare the vacant air handler room for space reclamation in the future. These costs would cover the necessary mechanical, electrical, and fire protection requirements needed for the future.
 - d. Lastly, the budget includes approximately \$3,000 for a security fence/enclosure around the new air handler unit.
 - e. RFPL would also need to hire an engineering consulting firm to coordinate this project, which is estimated at approximately \$11,000-\$15,000.
- President Hill asked that Director Quinn and Ms. Bertucci meet with Mike Sletten of the RF Park District to discuss the renewal of the library's lease and start a conversation about moving the air handler outside, as it would encroach on the Park District's property.
 - President Hill also asked that Director Quinn include a discussion of the air handler replacement and possible relocation project to the agenda for the October 20, 2020 regular board meeting.

The committee scheduled its next meeting for Wednesday, October 28th at 3:30 pm.

Adjournment: The meeting was adjourned at 4:00 pm.