



## WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559

630 969 5625

westmontlibrary.org

Providing the community keys to lifelong learning

### **BUILDING & GROUNDS COMMITTEE MEETING DECEMBER 10, 2013**

#### **MINUTES**

The meeting was called to order at 6:15 p.m. by Committee Chair, Chris Gorman, at the Westmont Public Library.

#### **Roll Call:**

Present: C. Gorman, J. Martens and A. Porter

Also present: T. Barry, Administrative Assistant and S. Parker, Finance Director, Village of Westmont

Absent: J. Coen and M. Stern

(1) Call to order

(2) Roll Call

(3) Pledge of Allegiance

(4) New Business

#### **Discuss and recommend cleaning service bid timeline:**

Gorman said she would recommend to the board that she preferred the option of a month-to-month contract with Service Master the library's current provider until a new director was in place at which time the committee could rely on his/her suggestions for moving forward.

#### **Discuss and recommend ADA repair timeline and actions:**

Gorman suggested discovering who the inspector was from the Village (Don Morris Architects) and to speak to the engineer with regard to support details for the entry plaza project. Porter recalled the Board had chosen not to move ahead with switching the handicap parking spaces due to the extensive cost (new handicap ramp, new drainage system, etc.). Porter suggested crafting a compliance plan broken down into phases. Committee agreed.

Regarding the required repair to the concrete at the emergency exit on the southeast side of the building requests for proposals had been sent to R. Andreas and Sons, Inc. and Dykstra Concrete.

Inquiries to the Village were being made to discover what type and how many handrails would be required.

Regarding the installation of new drinking fountains or re-adjustment of the existing units the original proposal from Arco would be reviewed before a decision would be made.

Regarding the re-adjustment of Psi on various doors, relocating coat hooks and signs on restroom doors, T. Barry explained that J. Coen was still awaiting a response from local contractor, Tony Panzica.

Regarding the installation of a new handle on the emergency telephone box in the elevator, T. Barry said she was still awaiting a response from Schindler.

Gorman said she would recommend to the board to set money aside for specific projects in the future after taking a closer look at the budget. The committee would also recommend aiming to put a project timeline and approval on the agenda for January or February.

(5) Adjournment

Martens moved to adjourn at 6:38 p.m., Gorman seconded. All in favor, motion passed.

**Respectfully submitted,**

A handwritten signature in cursive script that reads "Theresa Host Barry". The signature is written in black ink and is positioned above the typed name and title.

**Theresa Host Barry  
For and on Behalf of  
Jason Fichtel, Secretary  
Westmont Public Library  
Board of Trustees**