

Franklin Public Library  
 Building & Grounds Committee Meeting  
 February 27, 2020  
 Minutes—Approved July 9, 2020



**ATTENDANCE:**

Name	Attended	Name	Attended	Name	Attended
Judy Mueller (JM) <i>District Administrator</i>	X	Annie Vitas-Oklobdzija (AV)	Absent	Kristen Wilhem (KW) <i>Aldermanic Representative</i>	X

**ALSO ATTENDED:** Jennifer Loeffel (JL), Library Director; Bob Tesch, Superintendent of Building Maintenance

**CALL TO ORDER:** JM called the meeting to order at 1:05pm.

- I. **Review of Visual Hardscape Survey Document:** The Committee reviewed the Visual Hardscape Survey Document.
- II. **Review of Roofing Issue and Quote for Repair:** The Committee reviewed the repair estimate from Nations Roof and will make a recommendation to the Library Board to hold off on any repairs until the building assessment is done.
- III. **Review of HVAC Issues and Progress Made on Repairs:** Bob Tesch explained the repair needed to fix the Library’s AC compressor. The Committee requested Bob get a second opinion and quote, and that any quote signed should specify a “not to exceed” amount.
- IV. **Update on Tile Cleaning, Sealing, and Grout Repair:** The Committee reviewed the Lippert Tile quote to clean and restore the Library’s tiled floors. The Committee will make a recommendation to the Library Board to move forward with the tile repair.
- V. **Update on Landscaping Project:** JL discussed her meeting with Bluemel’s regarding landscaping the mulched front entryway areas on either side of the steps. Bluemel’s would remove the mulch and replace it with stone to match the stone around the library and add ornamental grasses. The Committee asked JL to review selected grasses to make sure they aren’t invasive species.
- VI. **Adjournment:** The Committee adjourned the meeting at 2:37p.m.

Respectfully submitted, Jennifer Loeffel, Library Director