



ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Annie Vitas-Oklobdzija (AV)	X	Judy Mueller (JM)	X	Kristen Wilhelm (KW)	X

ALSO ATTENDED: Jennifer Loeffel (JL), Library Director

CALL TO ORDER: The meeting was called to order by JL at 1:10 p.m.

APPROVAL OF THE MINUTES:

- a. AV made a motion to approve the minutes from the February 27, 2020 Building & Grounds Committee meeting. KW seconded. Motion carried.
- b. AV made a motion to approve the minutes from the May 11, 2020 Buildings & Grounds Committee meeting. JM seconded. Motion carried.

BUSINESS:

a. Discussion and Recommendation Regarding Fire Alarm Headend Upgrade: KW made a motion to recommend the Library Board proceed immediately on the fire alarm headend upgrade and allow the Library Director to choose between Fire Detection Group and Starfire, based on a forthcoming quote from Starfire. AV seconded. Motion carried.

b. Discussion and Recommendation Regarding Countertop and Vertical Stand Barriers: The Committee reviewed a few options for countertop and vertical stand barriers. The Committee liked the look of the Wellness Screens being used at City Hall. KW made a motion to recommend the Library Board consider purchasing the classic countertop stands and vertical barriers preferred by JL. AV seconded. Motion carried. The Committee requested JL bring a sample of the barrier to the July 20 Library Board meeting.

c. Discussion and Recommendation Regarding 2021 Budget Expenditures Relating to:

- i. **Mudjacking:** JL will pursue additional quotes and gather information regarding the best option of mudjacking vs. grinding and bring it back to the Committee at a later date.
- ii. **Front Door Exit Device Replacement:** The Committee recommended JL check with Bob Tesch regarding a second quote.
- iii. **Concrete Paver Installation on Flat Roof:** The Committee discussed pursuing other options for fixing the problem with the ice from the clerestory copper roof damaging the flat roof membrane. JL will ask Bob Tesch to get a second opinion and look into other options such as installing snow/ice guards on the clerestory metal roof, which would have the additional benefit of protecting a new flat roof as well.
- iv. **Fadow Meeting Room Hearing Loop Installation:** AV made a motion to recommend the Library Board move forward on the Hearing Loop Installation in 2021. JM seconded. Motion carried.

- v. **Server Room AC Unit Replacement:** AV made a motion to recommend the Library Board add \$10,000 to its 2021 capital request to replace the AC unit in the server room. KW seconded. Motion carried.
- d. **Discussion and Recommendation Regarding Wish List Items:** The Committee discussed the wish list items and recommended the following prioritized projects based on what is best for the public's use of the library spaces and for meeting the goals of the Strategic Plan:
- New study room furniture that is modular and able to be reconfigured for different uses
 - Non-upholstered chairs for the public computer area
 - Outdoor landscaping, especially around the flag pole and Reading Patio area, possible gazebo constructed of long-lasting materials such as Trex. JL will create a list of these projects for potential Eagle Scout candidate projects.
 - Improved technology in Sievert Conference Room and Study Rooms
- e. **Discussion of Building Maintenance Checklist:** The Committee noted many items have been completed. JL will update the list with the completed projects and then create a new list. The Committee decided to schedule another library walk-through in the near future.

ADJOURNMENT: Meeting was adjourned at 2:17 p.m.

Respectfully submitted, Jennifer Loeffel, Library Director