

HINSDALE PUBLIC LIBRARY

Minutes of the Facilities Committee
Hinsdale Public Library Board of Trustees
September 20, 2016

Present: Trustee Callie Revord, Trustee Naveed Bandukwala, Trustee Julie Liesse, Trustee Laura Tortorello, Executive Director Karen Kleckner Keefe, Materials Management Manager Ellen Smith

The meeting was called to order at 7:04 p.m.

On a motion by Julie Liesse and seconded by Naveed Bandukwala, the meeting minutes of the December meeting were unanimously approved.

Ellen Smith reviewed the proposals she had received for upcoming capital projects.

On a motion by Laura Tortorello and seconded by Naveed Bandukwala, the Committee unanimously approved the motion to recommend that the Board accept the proposal from Imperial Interiors in the amount of \$5,975 for elevator cab refinishing.

On a motion by Julie Liesse and seconded by Laura Tortorello the Committee unanimously approved the motion to recommend that the Board accept the proposal from DeSitter Flooring in the amount of \$ \$7,183.65 for stairway carpeting and rubber nosing.

On a motion by Laura Tortorello and seconded by Naveed Bandukwala, the Committee unanimously approved the motion to recommend that the Board accept the proposal from Kwak Brothers in the amount of \$3,300 for stairway painting. Executive Director Keefe reminded the committee that this was an unbudgeted expense, related to the signage project.

Executive Director Keefe told the committee that the IT Manager was still collecting proposals from vendors for an updated AV system for the Community Meeting Room that would be more intuitive for staff and patrons to operate.

Keefe also updated the committee on the progress of the interior and exterior signage projects.

There being no further business, the meeting was adjourned at 8:10 p.m.

Approved: November 3, 2016

