

HINSDALE PUBLIC LIBRARY

Minutes of the Facilities Committee
Hinsdale Public Library Board of Trustees
January 19, 2018

Present: Trustee Laura Tortorello, Trustee Julie Liesse, Trustee Mary Bock, Trustee Amy Glynn
Also Present: Executive Director Karen Kleckner Keefe, Materials Management Manager Ellen Smith, Rick McCarthy from StudioGC Architecture + Interiors

The meeting was called to order at 10:14 a.m.

Rick McCarthy reviewed the Facility Assessment process and draft report prepared by his firm.

He explained that the Library's roof forms are very complex and all related projects will have some challenges.

Discussing the grounds, he pointed out the places where the slope is eroding and landscaping adjustments will need to be made.

McCarthy explained that the double-hung windows in the Library are not really appropriate for a building that does not require their operability. (Not only are they not required to open, but opening them interferes with the Library's HVAC settings.) When it comes time to replace the windows, the Library could consider replacing with fixed windows that had mullions to replicate the look of the original windows. As the windows will be an expensive project, the Library could phase installation—one side of the building at a time. Executive Director Keefe told the committee that any changes to the materials or appearance of the windows may have to go before the Historic Preservation Commission.

McCarthy pointed out that the thermal breaks in the skylights were beginning to fail. When the skylights are replaced, a different model is advisable. Timeline for replacing windows and skylights are dependent on condition. The dates given in the report are merely a guideline. McCarthy reiterated to the committee that *all* the dates in the report were guides and meant to help the Library plan and prepare financially for repairs and replacements. Projects *do not have to* take place in the year indicated in the report.

The Library's humidifier has been out of service for several years with no observable negative impact to the Library. Replacement would be completely discretionary. McCarthy told the committee that there was no reason to remove the old unit if it was not causing any problems in its current location.

McCarthy directed the committee's attention to the roll roofing condition outlined on page 7 of the draft report. He also informed them that the exhaust fans had exceeded their published expected life and recommended that they be tested. This work could be done by the Library's mechanical



HINSDALE PUBLIC LIBRARY

services contractor. Trustee Liesse suggested that the Village Fire Department may be able to test, as well. Executive Director Keefe will follow up.

One of the Library's boilers is at the end of its expected life. McCarthy confirmed that most people do not proactively replace boilers; they wait until there is an issue that makes the unit no longer safe or effective and then replace it.

The committee asked about the recommendation for elevator refurbishment. McCarthy explained that this would be an electrical upgrade.

The engineer StudioGC worked with to create a proposal for power filters will give that proposal to the Library at no additional charge. The Library will then manage the project with their electrician.

McCarthy thanked the committee for the opportunity to work on the project and left the meeting at 11:11 a.m.

The committee discussed the value of having McCarthy present the final assessment to the full Board. Trustee Tortorello suggested that McCarthy's presentation might be presented as an overview after the Facilities Committee and Board have discussed immediate capital projects for the FY19 budget year.

On a motion by Julie Liesse and seconded by Amy Glynn, the meeting minutes of the November 15 meeting were unanimously approved.

On a motion by Julie Liesse and seconded by Mary Bock, the meeting minutes of the August 22 meeting were unanimously approved.

As the proposal for power filters has not been received yet, no action was taken.

The committee reviewed the interior painting proposal from Kwak Brothers and asked Executive Director to get a revised quote, reducing the scope of the project.

Amy Glynn left the meeting at 11:20.

The committee reviewed the FY18 capital projects.

Executive Director Keefe informed the committee that she had received approval from Trustees Liesse and Tortorello for an emergency HVAC repair of the Johnson Control unit that will cost \$9,100.

Tortorello and Keefe agreed to meet the following week to discuss FY19 projects and budget requests. They will then schedule another Facilities Committee meeting.



HINSDALE PUBLIC LIBRARY

On a motion by Julie Liesse and seconded by Mary Bock, the committee voted unanimously to adjourn the meeting.

Approved: February 1, 2018

