

HINSDALE PUBLIC LIBRARY

Facilities Committee Minutes

Hinsdale Public Library

July 29, 2019

Present: John Bloomfield, Chair; Amy Glynn, Trustee; Julie Liesse, Trustee; Emily Zeng, Trustee

Also Present: Executive Director Karen Kleckner Keefe, Materials Management Manger Ellen Smith, Studio GC Principal Rick Petricek, and architect Tiffany Nash (via Skype)

The meeting was called to order at 7:01 p.m.

Minutes

On a motion by Amy Glynn and seconded by Julie Liesse, the Facilities Committee minutes from February 25 were unanimously approved.

Presentation by Product Architecture: Service Desks and Family Bathroom

Architect Tiffany Nash reviewed the process she had used with the Library to evaluate needs for updated service desks and shared a slide presentation of desk design and recommended finishes.

She advised the committee that projected costs could be reduced by not illuminating the translucent pieces in the desks. She budgeted \$3,000 for electrical work. Original estimate for the desks was \$15,000—which Nash felt might be a little low.

She explained that the relatively higher cost for the Adult Services desk was because of the shape and finished sides and the addition of shelving to the right of the desk. Translucent panels in both Adult and Patron Services desks could be backlit, if desired. The \$33K budget for the Patron Services desk includes adding shelving behind the desk and replacing flooring.

Nash also reviewed the initial designs her firm had done for a lower level “family bathroom.” She presented a proposal to provide a more detailed cost estimate for this project.

Nash thanked the Committee for their time and ended the Skype call at 7:30

Presentation Studio GC: Skylights

Rick Petricek from Studio GC reviewed the Library's upcoming skylight replacement project. He reviewed the scope of the project, including replacing existing glass with 4” Kalwall or equivalent glass that would allow diverse light through without being too bright. The thicker panes will also be more energy efficient.

Petricek told the committee that if a proposal were approved in August, it would be possible to start installation in October. The install should be completed in 3 to 4 weeks.



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Committee members confirmed that they would want the areas underneath where the work was taking place to be cordoned off for patron and staff safety.

As part of their project management agreement Studio GC would oversee the payment to the contractor and be on site every other day or as needed.

Executive Director Keefe will confirm with the Village of Hinsdale that this project is not subject to review by the Historic Preservation Commission. She will also coordinate the publication of the bid notice in *The Hinsdalean*.

Petricek thanked the committee for their time and left the meeting.

Service Desk Design and Pricing

On a motion by Julie Liesse and seconded by Amy Glynn, the Facilities Committee minutes recommended that the Board approve the revised Youth Service Desk design, not to exceed \$20,000.

When the main floor desks are replaced, the committee recommended sharing information about the benefits/efficiencies of the new desk(s) in advance with both staff and patrons.

Proposal for Family Bathroom Assessment

The committee reviewed the proposal from Product Architecture + Design for a more detailed cost estimate for converting the Reading Cabin into a Family Bathroom. The \$1500 proposal was within the Executive Director's authority to spend. Keefe will engage Product to provide a more detailed estimate.

Replace T12 Lighting

Keefe and Ellen Smith reviewed the proposal from Twin Supplies Limited to replace the T12 lights on the Library's lower level. On a motion by Julie Liesse and seconded by Amy Glynn, the Facilities Committee voted unanimously to recommend that the Board approve the proposal from Twin Supplies to replace 42 T12 bulbs and fixtures for a cost not to exceed \$7,000.

Misc. Repairs/Improvements

Smith updated the committee on several building issues. She told them that Oakbrook Mechanical had recently completed their annual inspection of the HVAC system and power-washed the RTUs. They were out in the spring to repair malfunctioning VAV valves. At their monthly inspection Colley Elevator replaced rollers.

On a motion by Amy Glynn and seconded by Emily Zeng, the meeting was adjourned at 8:28 p.m.

Approved: September 25, 2019

