

HINSDALE PUBLIC LIBRARY

Facilities Committee Minutes

Hinsdale Public Library

April 20, 2023, 2 p.m.

Present: John Bloomfield; Julie Liesse; Megan Mikhail

Also Present: Executive Director Karen Kleckner Keefe; Bob Bell, IT & Facilities Manager

The meeting was called to order at 3:15 p.m.

On a motion by Julie Liesse and seconded by John Bloomfield, the minutes from the December 28, 2022 Facilities Committee were unanimously approved.

Window Project RFP Draft Discussion

The RFP Draft presented for the window project was reviewed. Project scope of work, window specifications, instruction to bidders, legal notice, bid proposal form, deliverables and timelines were included in the discussion. Executive Director Keefe will go back to the architect with requested changes from the committee and get an updated draft to present for further review and approval.

Main Floor Ceiling Leak

The committee discussed the leak on the main floor. Keefe and IT & Facilities Manager Bob Bell told the committee how the water joint will be repaired.

On a motion by Megan Mikhail and seconded by Julie Liesse, the meeting was adjourned at 3:09 p.m.

