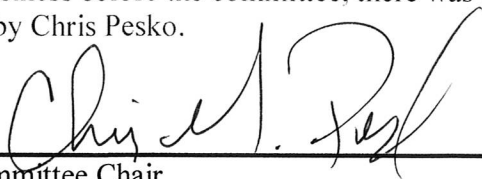


**Elmwood Park Public Library
Building Committee Meeting
Wednesday, August 2, 2017**

1. Chairperson Pesko called the committee to order at 7:00 p.m.
2. Upon roll call, the following Trustees were present:
Chris Pesko, Marisa Santangelo
Absent: Diana Gordon
Also present: Library Director Tiffany Verzani, Assistant Director Jason Stuhlmann
3. Unfinished Business:
 - a. Director Verzani updated the committee on current FY17-18 plans. The HVAC project is complete with all units replaced and targeted for replacement in 18-10 years. We are obtaining pricing for lounge chair replacement for the New Book area in Adult Services. The roof repair being scheduled for fall. Mike is obtaining quotes for the staff parking lot, as well as speaking to Public Works re: the Village completing the work and the Library reimbursing them for the cost.
 - b. Director Verzani and Assistant Director Stuhlmann updated the Capital Saving Plan and it was noted that we currently have the funds for the full lobby and Story Room improvements, but also that we need to continue to look at operating costs in order to continue transfers of savings to the Building Fund.
4. New Business
 - a. Lobby Redesign - Director, Assistant Director, and Circulation Manager Moss presented the lobby redesign draft to the committee. The price estimate was reviewed and the project pared down to the essential elements (carpet, paint, cafe space) and reusing/re-purposing existing furniture, shelving, and desk.
 - b. Grant Opportunities - Director Verzani will work with our architect as needed to develop documents to apply for an LSTA grant in January 2018. The State Library expects to continue to offer this matching grant, which has a deadline of January with award announcements in March 2018. The committee discussed our probability of receiving an award and if it was worth the time/effort. The application is very straightforward and since the project is small, it would be easily accomplished.
 - c. Fundraising and Naming Rights - The committee discussed opportunities for naming rights for all of the library's unnamed meeting and study rooms. The committee agreed that pursuing this option could diminish the major contributions of those involved with the 2001 building project for the I Conti Parkway location. Instead the committee recommended developing a fundraising or sponsorship plan for the new Café/snack space. As this is a completely new addition to the building, it would be appropriate to find sponsors for the new space or vending service. Director Verzani will work on this as part of the Lobby Redesign project and grant application and Gatsby Gala.
 - d. AED – Several staff members took CPR/AED training with the EP Fire Department in July. The AED training was very intuitive and would not pose difficulties in training staff. It was recommended that one AED machine be accessible in the lobby. We will add this to the Lobby Redesign Project and FY18-19 budget.
 - e. Director Verzani informed the committee about discussions (unsolicited by her) that occurred with the Youth Commission during a Butterfly Garden program with Kids & Teens staff. There was a suggestion to pursue some type of fenced in area that resulted in Village and YC members looking at our space. There was no other follow up, but we wanted to inform the Board.
5. There being no other business before the committee, there was a motion to adjourn at 8:05 p.m. by Marisa Santangelo and seconded by Chris Pesko.

Respectfully Submitted



Chris Pesko, Building Committee Chair