

**ELMWOOD PARK PUBLIC LIBRARY**  
**Building Committee Minutes**  
**February 15, 2016**

1. Chairperson Joe Bertolli called the meeting to order at 7:12 p.m.
2. Upon roll call, the following were present:  
  
Present: Trustees Joe Bertolli, Marisa Santangelo and Elsa Volpe  
Also Present: Library Director Tiffany Verzani
3. Unfinished Business:
  - a. FY15-16 Projects
    - i. Kids & Teens project
      1. Director Verzani confirmed that the project is complete and that the Library received the grant reimbursement check for \$29,471.
    - ii. Cameras
      1. The exterior cameras have been installed and all sides of the building now have a full view.
    - iii. The remaining projects identified for this year have been delayed and will be scheduled for next year. The Director and Facilities Supervisor will be working with the Village and other contractors as needed for lot paving and updating exterior lights.
4. New Business:
  - a. FY16/17 Building Projects
    - i. Staff parking lot paving
      1. We are still working with the Village to see if we can have our lot paved when other work is going on and how we might share costs. They were unable to get to us this fall when they tarred and filled cracks in the lot and Circle. Mike will look into cost for removing a layer of blacktop and repaving versus concrete work. We've estimated \$15,000.
    - ii. Exterior Lights
      1. We have located a distributor for the low profile lights that are by restaurant row on North Avenue. We have estimated \$17,500 for the fixtures and \$3,000 for the electrician. Mike will work on the installation. Committee members are going to look at the lights on North Avenue before confirming work.
    - iii. HVAC
      1. We will replace 3 more HVAC in this fiscal year and budget \$19,5000.
    - iv. Painting
      1. Completing wall paper removal and painting in Adult Services and the Storytime Room is estimated at \$8,500
    - v. First Floor Restrooms
      1. The committee unanimously agreed that installing automatic door paddles on the first floor restrooms was necessary. We've estimated \$2,500.
  - b. Future Needs
    - i. Roof estimates
      1. We were unable to get roofers to give us estimates in the winter months and will obtain them this spring. Once we have an estimate of cost and how many years we have left in the roof, we will identify how much money has to be saved each year.
    - ii. Carpet estimates
      1. We are waiting on estimates from a contractor and will be working to obtain other quotes. Updating wall-to-wall carpet with carpet squares by department or floor will also need to be gradually saved for and put into the strategic plan.
    - iii. Strategic Plan initiatives
      1. The committee discussed priorities for building improvements and modifications that received many responses in the focus groups are included in the Strategic Plan.

- a. Lobby redesign including seating/café area
  - b. Repurposing or redecorating Korbel, Lower Level, Ferrentino and storage rooms as best meets the needs of our residents
  - c. Add AV equipment and connectivity to meeting rooms
  - d. Identifying areas for additional comfortable seating
  - e. Outdoor seating and green roof options
- iv. Other infrastructure needs were discussed. Items such as an improved door counter and enhanced wireless access will be included in the regular computer maintenance and building maintenance budgets as appropriate.

5. There being no other business before the committee, the meeting was adjourned at 8:20 p.m.

Joe F. Bestolli