

**Elmwood Park Public Library  
Building Committee Meeting  
Monday, October 15, 2018**

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, Diana Gordon  
Also present: Library Director Tiffany Verzani, Assistant Director Jason Stuhlmann, Head of Technical Services Lucas McKeever, Product Architecture + Design owners Tiffany Nash and Dan Pohrte, and Evelyn Troiani, Circulation

3. Unfinished Business:  
NONE

4. New Business

a. Lobby Redesign Project

Director Verzani updated the committee that we have completed 2 quarterly reports on the grant status to the Illinois State Library. Thus far, the only expenses have been for architectural fees.

Tiffany Nash and Dan Pohrte from Product Architecture and Design provided an overview of the lobby redesign project.

Staff and committee confirmed estimated budget allowance at \$120,000 (which includes the grant funds), carpet and flooring finishes, a neutral color for the lobby, with paint color for the snack space pending.

Documentation is 90% complete, and they expect bid documents to be released in early November with a contract for a general contractor going to the Board for approval at their December meeting. This will allow for carpet and flooring orders to be placed in early January and construction to begin approximately March 1.

Product Architecture will manage the publication of the ad for bids, a prebid meeting, and opening and award of the bids. The awarded contract will then go to our lawyer for review. Language in the contract should include a completion date of April 30.

b. ComEd Energy Efficiency Program

Director Verzani and the committee discussed the ComEd Energy Assessment. ComEd engineers evaluated all of our lighting and made recommendations on LED replacements and other cost saving measures that could save the Library money each year on bulbs, replacement ballasts, and electrician costs. The committee had questions regarding life expectancy of LEDs, the timing of any improvements, if it could be done in stages, and the overall return on investment for this work. Since the Library does not pay an electrical bill, the savings would be on materials and electrician costs for regular maintenance. Director Verzani will be pulling past invoices and estimate the savings. The committee also suggested looking at other companies or non-profit organizations, such as NRG, that might be able to work with us.

c. Other Projects

Director Verzani confirmed with the committee that she will include exterior signage in the FY19-20 budget, that we will be applying for the Humanities grant without Forest Park Public Library and hope to have a better chance for an award with a more focused, less costly project, and that we will receive the full \$12,000 Age Options grant, which can include some seating, which will offset some planned expenses from the Building Fund.

There being no other business before the committee, there was a motion to adjourn at 8:06 p.m. by Marisa Santangelo and seconded by Diana Gordon.

Respectfully Submitted,

  
Chris Pesko

Building Committee Chair