

**ELMWOOD PARK PUBLIC LIBRARY
BUILDING COMMITTEE MEETING
December 4, 2014**

1. Joe Bertolli called the meeting to order at 7:02 p.m.
2. Upon roll call the following Committee Members were present:

Joe Bertolli, Orlando Vale, Marisa Santangelo

Also present: Director Tiffany Verzani; Head of Patron Services Jason Stuhlmann

3. Unfinished Business:

Live & Learn Construction Grant, Youth Services redesign, Painting, Railing

Director Verzani shared the application for an Illinois State Library construction grant that awards 50% of the cost. She and staff feel that this is a great opportunity for funding of the YS space redesign and can include painting the second floor and updating the railing to be a part of the entryway to the department. Deadline for applications is January 9, 2015. Director Verzani will be working with staff to gather cost estimates and write the narrative. The selection committee meets in February and Director Verzani will be in attendance to answer questions with the awards being announced in March.

The original plans for the railing might require scaffolding and areas being closed for longer than we would like. Changing the design to make the railing more in theme with the Youth Services Department will provide the safety we want with a visually engaging entry.

Energy audit

Director Verzani met with a representative of the Metropolitan Mayors Caucus on Energy Conservation. He recommended not to make any adjustments to interior lighting. The cost to replace all the bulbs will not be worth the minimal energy savings. However, he would assist in an application for the exterior lights and said that we could move to LED lights on the building and lamp posts. Director Verzani has been trying to get input from the Village on this and the committee recommended that she reach out to Village Trustee Zivojnovic who is library liaison. This program has another year of guaranteed funding, so it would have to be done this fall for any chance at receiving funding. As a possible upgrade to exterior lighting may require guidance from the village regarding ordinances or requirements for lighting, Director Verzani was asked to contact Trustee Zivojnovic.

Phone System

Director Verzani reported that we are close to a decision on upgrading the phone system to VOIP. Technology Librarian Ahren Sievers and Director Verzani met with three companies and received quotes ranging from \$7,000 to \$25,000. CrossRealms, the company we prefer is half the cost of the others because they work with non-profits to provide them with gently used phones/handsets for free. The only cost would be for the VOIP software and training. We hope to bring a motion to approve the contract to the January board meeting.

Parking Lot

The resurfacing or patching of the staff parking lot was on the agenda prior to the November board meeting. It was reiterated at this meeting that Trustee Zivojnovic mentioned working on this as a possibility in the spring when other street improvements will be scheduled.

4. New Business:

Outdoor Sign

The sign facing Grand Avenue at the back of the building is in need of repair. We received a quote for this along with an estimate for a larger digital sign.

Bike and Skateboard Rack

More people are using bikes and skateboards to get to the library. Staff has requested additional racks, particularly since the one we have is by the exterior book drop and often cause for people to complain that

it is being blocked. There are special racks for skateboards and Director Verzani is going to get pricing to see if a skateboard rack and additional bike rack can be added in the spring.

Vinyl Cutter

Director Verzani brought the library's new vinyl cutter to the attention of the committee. It can be used to make signage and replace lettering on existing signs, which will be a cost savings as we embark on the Youth Services space redesign.

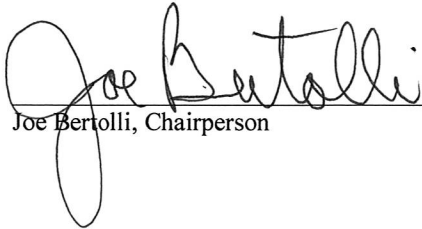
Broken Window

An exterior window was broken and is being replaced.

Book Return Sign

Trustee Santangelo asked that we look into adding a sign directing people to the drive up book drop. There is already a sign post at the driveway that states Library Parking Only, so adding to that is a possibility. Facilities Manager Smid is talking with Village Public Works staff.

5. There being no other business before the committee, the meeting was adjourned at 8:12 p.m.


Joe Bertolli, Chairperson

12.18.14
Approved