

ROLLING MEADOWS LIBRARY BOARD

PLANNING COMMITTEE MINUTES

Wednesday, June 27, 2018 -10:15 A.M.

I. Call To Order

Ms. Threadgill called the meeting to order at 10:15 A.M.

Present were Chairperson Jean Threadgill, Peg Webb, Sylvia Vange, Dave Ruff, Lucia Khipple, Sabri Kecici, Jennifer Collette, Steve Rossi, and Shannon Baird, Architect of DLA Ltd.

II. Approval of the Minutes

Ms. Vange moved that the secretary's minutes dated March 21, 2018 be approved as submitted. Following the opportunity for discussion, the question was called and on a voice vote, the motion carried.

III. Meeting Open to the Public for Twenty Minutes

No one from the public chose to address the Committee.

IV. Unfinished Business

There was no unfinished business.

V. New Business

- A. The Executive Director introduced Shannon Baird, Architect of DLA Ltd., to lead the discussion of the proposed plans for the North Expansion Project. She distributed drawings and a floor plan of the project.
- B. The Executive Director updated the Committee on the woodpecker issue. The work done over the front entrance of the building on the stucco seems to have solved the problem.
- C. The Executive Director informed the Committee that Mr. Kecici has contacted Zimny Landscaping to supply mulch and small bushes to the area outside the newly constructed West Wing Expansion.
- D. The Executive Director informed the Committee about a project to replace the outside parking lights and the wall pack light units on the side of the building with LED lighting for a cost of \$3,732. This will greatly reduce the cost and time to maintain these fixtures.
- E. Mr. Rossi informed the Committee that the TNS (Telephone Notification System) and the TRS (Telephone Renewal System) are both running on outdated equipment. The replacement system from Innovative requires that we be on the next generation software Sierra. The cost of moving to Sierra and purchasing the new TNS/TRS system would cost over \$65,000 which is not currently budgeted. Mr. Rossi is going to contact other libraries that have moved from the old TNS/TRS system, to see if we can acquire spare parts in case our system does go down, to bridge the time until we can move to Sierra.

F. The Committee moved outside to tour the area involved in the North Expansion Project.

VI. Adjournment

Ms. Webb moved that the Committee adjourn. Following the opportunity for discussion, the question was called and on a voice vote, the motion carried. The meeting was adjourned at 11:04 A.M.

Approved

Date