



Facilities Committee

Tuesday, October 28, 2008 6:30pm

Meeting Room, Library Lower Level

MINUTES

The meeting was called to order by Chair *pro tempore* Jack Fredrickson at 6:30pm

Attending: Chair *pro tempore* Jack Fredrickson, President Susan Nedza-Lastres, Trustee Jeff Finlay, Executive Director Lynn Elam, Assistant Director Tiffany Auxier, and Owner's Representative Phil Wade.

HVAC Improvements:

Owner's Representative Phil Wade reported to the committee on the status of the HVAC project and projected work timeline. He reviewed the sequence of work scheduled for the lower and main levels of the library, reported that the work crews shift of 5:30am – 1:30pm was meeting the needs of the library and the roof top units are scheduled to be delivered and installed on December 10. Wade also presented an updated project budget. Executive Director Elam remarked that the work was progressing smoothly with little disruption of service.

Renovation Project Update:

Wade presented an updated cost report to the committee and reported that the library had made its final payment to general contractor Nicholas & Associates. Elam reported that the library was still waiting to receive final invoices from Carroll Seating. Wade will reconcile the budget, create a final cost report and close out the project when all invoices have been paid.

Hinsdale Little League Trophy Case:

Elam brought forward a request from the Hinsdale Little League for a permanent display case in the library. Elam recommended offering one of the library's display cases each year following the end of the baseball season to display trophies and awards. By consensus, Elam was directed to contact the league director and offer a yearly slot in the display cases. Trustee Jeff Finlay suggested the league approach the Village of Hinsdale Parks & Recreation Department for possible display spaces.

There being no further business before the committee, the meeting was adjourned at 6:55pm.