

FRANKFORT PUBLIC LIBRARY DISTRICT
BUILDING & GROUNDS COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY

April 10, 2023

4:30PM

I. Call to Order

The meeting was called to order at 4:32PM.

II. Roll Call

Present: Trustee Drisko, Trustee Schneider, and Director Kowalcze

Absent: None

Also Present: Assistant Director Melissa Rice, Head of Maintenance Steve Gansel,
Citizen's Advisory Committee Member Katherine Veach

III. Introduction of Visitors

None

IV. Minutes for Approval

The Minutes from the Buildings & Grounds Committee Meetings on March 16, 2023 were reviewed and approved by the Committee.

V. Old Business

None.

VI. New Business

A. Establish FY23-24 Capital Priorities

1. The Committee reviewed the Facility Assessment Spreadsheet provided by StudioGC, with a focus on items recommended for repair within the next fiscal year, and items marked with a high level of urgency. Using that information, the Committee developed a three-tier system of priority projects that the Library intends to accomplish in the next calendar year.

2. Tier One items as identified by the Committee includes a full building sealant replacement and concrete spalling patching; the installation of a rooftop hatch safety system; the installation of a ramp to the courtyard; painting all exterior exposed metal; tuckpointing the 1977 portion of the building; and repairing or replacing the courtyard curtain wall. Until the courtyard wall can be assessed and potentially repaired, the decision was made to keep it closed to the public, out of safety concerns from loose bricks. The door to the Courtyard will also be assessed, to see if can be widened for easier use. If costs for the tuckpointing or sealant project are very high, there is the possibility of delaying the project and applying for a Live and Learn Construction Grant to help defray costs. This will be balanced against how quickly the projects must be completed to avoid worsening conditions.
3. Tier Two items were identified by the Committee as the installation of loading dock safety rails; adding concrete planters to serve as bollards to protect the front entrance; and having a door company assess the exterior metal doors to see if they could be painted or sealed against UV damage. Trustee Drisko suggested researching a potential safety grant for adding the planters as bollards.
4. Tier Three items included a full building mold test, and a potential water heater replacement, should the water heater begin to exhibit signs of age. The mold test was listed as a tier three item, because there are no current IDPH standards to test against. Should other work identify signs of mold, this project may be reprioritized.
5. Some larger needed projects were also identified by the Committee. The Reading Room continues to have water intrusion in hard rain. As assessed, the fix for this includes both a regrade of the North side of the building and a replacement of the exterior wall material to be more waterproof. Additionally, the 1977 air handler still needs to be replaced, as do the vent heaters and baseboard heaters in this part of the Library. This project will likely require the replacement of original electrical panels and some ductwork work. These projects were deemed very important, but may be incorporated into a larger building project in the near future, so they were not included on the Capital Priorities for the coming fiscal year, until more decisions could be made.

B. Next Steps

1. Director Kowalcze will reach out to our Owner's Rep to help get estimates for costs for some of the projects. She will also begin reaching out to masons immediately to see how quickly the Courtyard wall can be assessed and repaired, as it remains closed to the public.
2. The proposed Capital Priorities will be presented to the Board at the April Board Meeting.

VII. Public Comment

None.

VIII. Adjournment

Meeting adjourned at 6:00PM.

Recorded By:

Amanda Kowalcze
Library Director