

FRANKFORT PUBLIC LIBRARY DISTRICT
BUILDING & GROUNDS COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
December 10, 2021
11AM

I. Call to Order

The meeting was called to order at 11AM.

II. Roll Call

Present: Trustee Drisko, Trustee Schneider, and Director Kowalcze

Absent: None

Also Present: None

III. Introduction of Visitors

None

IV. Old Business

None

V. New Business

A. Review 2020 Capital Needs Priority List

1. The Committee reviewed the 2020 Capital Needs Priority List to identify which capital improvements had been completed and which items were still outstanding. Of the Priority 1 items from the 2020 list, all of the projects had been completed or superseded, with the exceptions of the Reading Room drainage issue, which is still being evaluated. The East End storm sewer drainage in the Staff Parking area was partially addressed with the replacement of the storm drain and a whole-Library PA system was deemed unnecessary, as the telephone system can be used as a page system when needed. Many of the Priority 2 items, including the East End air handler & AC unit will be added to the new 2022 Capital Needs Priority List as Priority 1 items.

B. Draft 2022 Capital Needs Priority List

1. The Committee did a walkthrough of the building and grounds to identify areas that should be capital priorities in the coming years. They also reviewed the Building Condition Assessment from November 2019 to identify further project areas. It was suggested to draft a FY2022-2023 Capital Needs Priority List as well as a Future Needs List, so that projects are able to be tracked and planned efficiently. Trustees Drisko and Schneider also suggested to Director Kowalcze that she obtain quotes on some of the smaller capital projects, to see what could be completed out of the Maintenance Budget, should funds allow this Fiscal Year. Drafts of the 2022 Capital Needs Priority List and the Future Needs List will be reviewed at the next Building and Grounds Meeting.

VI. Public Comment

None.

VII. Adjournment

Meeting adjourned at 12:47PM.

Recorded By:

Amanda Kowalcze
Library Director