FRANKFORT PUBLIC LIBRARY DISTRICT
BUILDING & GROUNDS COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
September 16, 2026
5:00PM

I. Call to Order
The meeting was called to order at 5:04 PM.

II. Roll Call
Present: Trustee Faris, Trustee Miner, & Trustee Stenoish
Absent: None
Also Present: Director Kowalcze

III. Introduction of Visitors
None

IV. Minutes for Approval
Trustee Faris motioned and Trustee Stenoish seconded to approve the Minutes from the meeting on August 5, 2026. Minutes were unanimously approved with no changes.

V. Old Business

A. Reading Room Update

Director Kowalcze shared that the grading and landscaping work for the Reading Room Project has been completed. The parts of the project still to be completed includes the roof work, water testing, and interior work. The irrigation company needs to come out to rework the sprinkler lines, and repair a broken sprinkler line in the construction area. The Committee asked if that break might be the responsibility of KWCC, and Director Kowalcze will investigate. Another construction meeting is planned for 9/18, so Director Kowalcze can provide an additional update at the Board Meeting.

B. Roof Preventative Maintenance Contract

The Committee reviewed two preventative maintenance contracts. The formal roof preventative maintenance program could save the Library money for the typical roof repairs that are needed. The company would visit twice a year, once in fall and once in spring and perform cleaning, inspection, and routine maintenance. The company has good references, including working with Trustee Miner at another library. The Committee agreed to move forward with the contract for one year, in lieu of the typical on-call maintenance visits, and reevaluate after one year. The contract will be corrected to reflect a Net 30 payment date, in lieu of a Net 10.

VI. New Business

A. Community Solar

The Library's energy broker has finally gotten a proposal for a community solar contract for the Library. This five year contract would pass along 10% of earned bill credits to the Library, though net savings are not guaranteed. There is no cost to the Library to participate. The Committee discussed the contract, and felt that the reduced electricity costs would be beneficial. The proposal is being forwarded to the full Board for discussion.

B. Maintenance Checklists

The Committee reviewed the maintenance checklists for June, July, and August.

C. Building & Grounds Updates

Director shared some recent building updates, including that the Youth Services Programming Room door had been replaced, and window added to the Break Room Door. The Friends of the Library have reported that the garage loading dock door needs to be serviced or replaced, so Director Kowalcze will reach out to get it assessed.

The Committee asked about the status of the window soundproofing sound testing. Director Kowalcze will follow up on this.

D. Future Projects

The Committee discussed seeing children play on Ryan's Hill, and brainstormed some ideas of making outdoor spaces more inviting for children who visit the Library, including playground equipment, a sail over the Youth Courtyard, outdoor musical instruments, or other ideas.

The Committee discussed exploring an awning over the front entrance. Director Kowalcze will start trying to get ideas and pricing together.

The Committee discussed the restoration of the Reading Room after construction, and that it will need new furniture and a general facelift. One suggestion was to add a fake fireplace to this room as part of its new look.

VII. Public Comment

None

VIII. Adjournment

Meeting adjourned at 5:56 PM.

Recorded By:

Amanda Kowalcze
Library Director