

**SHOREWOOD-TROY PUBLIC LIBRARY
BUILDING COMMITTEE MEETING
Meeting Room A
December 8, 2022
6:30 pm**

The Building Committee Meeting was called to order at 6:30 p.m. on December 8, 2022, by President Thomas Novinski.

BUILDING COMMITTEE MEMBERS PRESENT:

1. Thomas Novinski
2. Bob Stahl
3. Tracy Caswell – Arrived at 6:32 p.m.

STAFF PRESENT:

1. Jennie Mills, Director
2. Cindy Norman, Finance Clerk

GUESTS:

1. Brett Mitchell, Ethos Workshop
2. Paul Mills
3. Karen Voitik

CHANGES/ADDITIONS TO AGENDA: NONE

APPROVAL OF MINUTES:

President Tom Novinski moved to approve the Building Committee minutes from the August 3, 2022 meeting. Trustee Tracy Caswell seconded. The motion passed via majority vote. Treasurer Bob Stahl abstained.

Treasurer Bob Stahl moved to approve the Building Committee minutes from the November 21, 2022 meeting. President Tom Novinski seconded. The motion passed with all Trustees present voting “yes”.

COMMENTS FROM THE PUBLIC: A residential neighbor of the library attended the meeting to inquire if the improvements to the parking lot would affect any of the tree line surrounding the library or the neighborhood. The board assured him that the existing parking lot would just be re-surfaced with no spots added and any additions to parking would be done on the lot across the street.

OLD BUSINESS:

- a. **DCEO Grant Updates** Director Mills informed the board that she has not heard anything back since submitting the additional paperwork. The Grant Update was tabled until next meeting.

NEW BUSINESS:

- a. **Parking Lot Land.** The owner of the one-acre lot across the street from the library has reached out that he would like to donate the land to the library, with the restriction that if the library ever vacates the property it would revert back to them. President Tom Novinski motioned to have Jenny move forward with the attorney to make sure the donation is done correctly and can be reverted back, if needed, with no issues. Trustee Tracy Caswell seconded. The motion passed with all present voting "yes".
- b. **Review and Approve Building Committee Charge.** Trustee Tracy Caswell motioned/Treasurer Bob Stahl seconded to approve Building Committee Charge. All present voted "yes".
- c. **Review quotes for emergency exit door replacements.** The Building Committee asked Director Mills to go back to Wunderlich Doors and request a new quote that includes the digital locks and present it at the next meeting.
- d. **RFP for Landscaping and Snow Removal Services.** Director Mills will work on creating a proposal specific to the library's needs to use to send out to Landscapers for the bidding process.

OTHER BUSINESS: Next meeting January 12, 2023 at 6:30 p.m.

Tracy Caswell motioned/Bob Stahl seconded for the meeting to adjourn at 6:59 p.m., with all members voting "yes."

Respectfully submitted,

Cindy Norman, Finance Clerk