

Building and Grounds Committee Meeting

NOTES SEPTEMBER 14, 2022

6:30 pm

1. **Call to Order/Roll Call** – Jim, Mindy, Dawn, Jan and Denise
 2. **Public comment** –
 3. **Approval of Minutes** –
 4. **Old Business**
 - a) **Items in Progress**
 1. **National Registry of Historic places-update** – In Progress –
 2. **Live and Learn Grant due by February 2023** Can receive up to \$120,000 We pay half
 3. **Rezoning of the vacant land passed.** Ideas for use of the Land? We discussed using part of the property to build a shelter for the Bookmobile.
 4. **Bookmobile Status Report.** Water pump replaced and we need a place to park the Bookmobile.
 5. **State Street Doors** – No Changes
 - b) **On Hold – Not urgent**
 1. **Madison Street stairs – Jeff Ernest is consulting.** Jeff may also oversee the project. He is going to present a proposal to just repair the stairs at this time. Still waiting on a response from Jeff. Progress Report
 2. **Fire drill**
 3. **CPR training**
 4. **Evacuation Plan**

****2-3-4-** In progress – These items are still on the agenda waiting completion. It is important to have drills, training and plans in place and up to date.
6. **New Business**
 - Rain gutter adjustments and splash pads on Church. Will look into having gutters cleaned – Maybe approach Midwest Gutters
 - Sink hole in parking lot repaired. This is the second sink hole. We may want to explore to determine if there is an issue. –
On hold doesn't appear to be a pressing issue at the present time.
 - AC update for the Server Room Completed
 - A large crack has appeared in the downstairs lobby running across the width just inside the doors. Not sure how it happened.
Will Have Jeff Ernest take a look when he comes to examine the stairs.
 - The annual walk through set for September 14th. Insurance Meeting at 2:00PM followed by walkthrough just for the Library Building. Insurance meeting was cancelled. Library Walkabout was conducted – Mindy, Jim and Gayle participated.

(ON BACK)

Items noted:

1. The Church has a leaky skylight. Mindy contacted Titan roofing for an estimate. Came out estimated \$2300.00 most will be covered by insurance.
2. Large Keyboards and Screens were purchased for the Library.
3. The Server Room is cool and vented.
4. A Google Translation feature was purchased.
5. Station chargers were purchased for the Library tables.
6. Ceiling cracks were noted in the old section of the Library.
7. Cracks in the floor of the lower level were noted. Jeff to inspect.
8. The Soffits on the front and back side of the new section have some discoloration. Should be inspected.
9. We need a parking shelter for the bookmobile.
10. Noticed an electrical outlet on the soffit leading up to the roof on the parking lot side. Should determine what that is.
11. Discussed expanding into the Church if we need more space.
12. The emergency Procedure Manual has been updated.

6. Next Meeting OCTOBER 12, 2022 6:30 PM (suggested time)

7. Adjournment at 7:15 PM