

MINUTES OF THE MEETING OF THE
PROSPECT HEIGHTS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES BUILDING & MAY 21, 2025
12 N. ELM STREET, PROSPECT HEIGHTS, IL 60070
MEETING ROOM B

I. Call to Order/Roll Call

The meeting of the Building & Grounds Committee of the Board of Trustees of Prospect Heights Public Library District was called to order by Trustee Tim Bochula at 5:05 P.M.

Roll Call: Physically Present: Trustees Bochula and Jordan
Absent: None
Also present: Executive Director Todd

II. Approval of Minutes

The Minutes from the January 13, 2025 meeting of the Building and Grounds Committee were approved as corrected by unanimous consent.

III. Public Comment – None

IV. Old Business – None

V. New Business –

A. Review masonry report

The Committee reviewed a report prepared by Hutchinson Design Group on the masonry needs of the building. The report included photos of areas on the perimeter and interior of the building. Estimates on cost for the work is \$32-37,000 for the east wall or \$65,000 for all masonry repairs.

Hutchinson also submitted a proposal for project management services, including crafting bid documents, overseeing the bidding process, vetting the successful low bidder, and construction management for \$13,060.

The Committee went to the Youth Department to see the interior efflorescence and the areas in need of repair along the west wall.

The Committee will recommend the Board approve Hutchinson's proposal for project management services and to pursue doing all masonry repairs.

B. Clearstory electrical proposal

The Committee reviewed a proposal from Associated Electric to remove existing, unworking fluorescent lighting from the Library's clear story, install LED color changing lighting in its place along with a timer controlling the lights.

The Committee did not recommend the Board approve this project but did that it be added to the Board's monthly agenda for discussion and decision by the full Board.

C. Building update

The Committee discussed recent building items

- i. A branch falling onto electric wires. The resulting power outage required ComEd to come onsite for repairs. ComEd identified two trees that needed to be taken down. The estimated cost will be \$1,000-2,000. Director Todd will supervise the work.
- ii. A weld gave out while brining the fountain courtyard online for the year. Repairs were made and a vent will be installed to provide easier access to the affected area.

VI. Other – None

VII. Adjournment

There being no further business to be brought before the Committee, the meeting was adjourned at 5:42 P.M.

Respectfully Submitted,

Tim Bochula
Chairman, Building & Grounds
Committee