



# Building and Grounds Committee

Meeting Minutes for

February 14, 2024

**1. Call to Order:** Chair Austin called the meeting of the McMillan Library Building and Grounds Committee to order at 5:03p.m.

**2. Open Meetings Declaration:** Austin established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

### 3. Roll Call:

#### Committee Members:

Andrea Galván  
Kim Heniadis

Karen Schill  
Ryan Austin

Scott Kellogg  
Susan Feith

#### Other Board Members:

~~Evan O'Day~~  
~~Elizabeth St. Myers~~

~~Craig Broeren~~  
~~William Clendenning~~

~~Emily Kent~~

**Administration:** Katherine Elchert, Library Director; Claire Parrish, Assistant Director

#### Others in Attendance:

**4. Approval of Minutes:** A motion was made by K. Heniadis, second by S. Kellogg, to approve the minutes of the January 10, 2024 Buildings and Grounds Committee meeting. Motion carried by unanimous vote.

#### 5. Closed Session - N/A

#### 6. 2024 Facility Updates

- **Elevator / E Grand Ave Entrance:** Otis gave a quote for elevator replacement; current elevator is ADA compliant, but would like to improve access; Jerry Feith has offered to develop RFP and approach local engineers.

Grand Ave: Eichstadt developing plans

- **Balcony Damp Proofing:** Elchert and Austin will contact the company that gave a previous quote as well as a few additional companies, looking to complete in March.

- **Digitizing Blueprints:** there are several sets of documents that would be beneficial to digitize. Austin will work on moving forward with digitization.

**7. Inclusive Services Guide:** passed to committee by Services; Elchert reviewed status of those related to building

#### 8. Items for Next Agenda

- Lester Entrance

**9. Adjournment**

**S. Feith motions to adjourn, S. Kellogg seconds. Motion carried unanimously.**

**Respectfully Submitted: Claire Parrish, Assistant Director**