



Building and Grounds Committee

Meeting Minutes for

December 13, 2023

1. Call to Order: Chair Austin called the meeting of the McMillan Library Building and Grounds Committee to order at 5:00p.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. Feith, to approve the minutes of the November 8, 2023 Buildings and Grounds Committee meeting. Motion carried by unanimous vote.

5. Discussion of 2024 Facility Updates

- **Elevator Public Bid Process:** meeting on Monday, December 18th with Eichsteadt to discuss the project, then Austin will make contact with elevator companies.

- **Grand Ave Entrance Public Bid Process:** identify scope of project, may not have to pursue architect or engineer depending on scope.

6. Donor Signage Update: locations identified, materials selected; hoping to get finalized design for Board meeting; Board will review spreadsheet at next meeting.

7. Security System: Committee needs information on pricing and when this change would happen; invite Mickelson to future meeting.

K. Schill arrived at 5:37pm.

8. Building Tour to Identity Future Projects: toured entrance and discussed possible adaptations to make the entrance accessible, including expanding concrete and potentially widening a parking spot on Grand Ave.

9. Items for Next Agenda

- bathrooms
- coffee shop area into teen space

10. Adjournment: R. Austin made a motion to adjourn, K. Heniadis seconds. Motion carried unanimously.

Austin adjourned the meeting at 6:10 p.m.

Respectfully Submitted: Claire Parrish, Assistant Director