



Illinois Heartland Library System

Operations & Facilities Committee Meeting Minutes

Date: January 9, 2017

Time: 4:00

Members: Charlene Topel, Gary Denué, Sara Zumwalt, James Fenton, Sarah Isaacs (chair)

Call to Order: 4:01 pm

Roll Call -*Members present:* Sara Zumwalt, Charlene Topel, Sarah Isaacs (chair)

Others present: Susan Palmer, IHLS Staff

Approval of Minutes

-Motion to approve November 14, 2016 minutes was made by Sara Zumwalt, Seconded by Charlene Topel. Motion Passed.

Unfinished Business

a. Southern Facility – Du Quoin/Carbondale

- Heaters working in dock area and throughout the building. Staff are evaluating the possibility of installing a cement ramp at the unloading area to assist drivers in getting the materials into and out of the building.

b. Central Facility – Edwardsville

-Security system camera was removed from Du Quoin building and will be installed at the entrance of the Edwardsville building. Still regularly checking in on Du Quoin building, some remaining surplus items (old desks, chairs, etc.) remain there.

c. Northern Facility – Champaign

- Roof is done. Then a windstorm caused a puncture into roof surface, roofers will repair when weather cooperates.

d. ILDS Subcontract

-Latest revision has been received and should be sign by the end of the week.

New Business

-none

Public Comment

-none

Announcements

-next meeting in February 13 at 4:00 pm.

Adjournment

-adjourned at 4:19 pm.