



Illinois Heartland Library System

FACILITIES & OPERATIONS COMMITTEE MEETING MINUTES

Date: August 9, 2022

Time: 4:00 p.m.

Call to Order

Loretta Broomfield called the meeting to order at 4:03 p.m.

Roll Call

Members present: Loretta Broomfield, Tammy Krouse, Kevin Latoz

Members absent: Zach Newell

Others present: Leslie Bednar, Sarah Taylor

Public Comment

None

Approval of Minutes

Tammy Krouse motioned to approve the March 16, 2022, minutes. Kevin Latoz seconded. Motion carried by roll call vote.

Unfinished Business

Champaign Bathroom Remodel Finished

In case a committee member missed the May board meeting, it was shared that the Champaign bathroom remodel has been completed.

Automatic Material Handler Request for Information Vendor Responses

We received responses from four vendors. After meeting with our consultant, we agreed that a smaller team would look at the financial piece. We also had further questions for vendors that we will hopefully be sending out this week. The return on investment will be shared at the September 2022 board meeting. After more evaluation, we will decide if we want to move forward with the Request for Proposal (RFP).

New Business

Edwardsville Building Fixing Roof

In the Edwardsville building, there are currently a lot of updates being done. As we are replacing some of tiles in the drop ceiling from previous leaks, we are noticing new leaking spots showing up after installation. Some companies who have done an inspection suggested replacing the whole roof while others have said that it will just need to be repaired. IHLS

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preference for right now is to issue an RFP for a complete roof replacement. We have received several estimates and have noticed there is a large range between them in cost. Also, we are still trying to get bids on the external part of the building about tuckpointing as well.

Public Comment

None

Announcements

Leslie Bednar shared what will be anticipated coming to the committee in the future including roof bids, tuckpointing bids, the return on investment of an Automatic Material Handler, and approving Champaign surplus items.

Adjournment

Kevin Latoz motioned to adjourn. Tammy Krouse seconded. Motion carried by roll call vote. Adjourned at 4:26 p.m.