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**Ad Hoc Building Envelope Committee
Tuesday, May 28, 2019
Minutes**

Attendance: Ruth Becker, Board President; Brenna Baker, Trustee; Jim Woolard, Trustee; Jennifer Cottrill, Library Director; Christy Parente, Office Manager; Chris Hansen, Kluber Architects + Engineers; Dan Eallonardo, Independent Construction Services

Meeting was called to order at 4:05 PM.

Mr. Hansen presented to the committee a draft report containing his assessment of current building envelope conditions and his proposal for remediation of these conditions, including a preliminary cost estimate. Print copies of his final report will be presented to all members of the Ad Hoc Committee, the Board President, the Director, the Office Manager, and Mr. Eallonardo. An electronic copy of the final report will be provided to each Trustee in the July board packet. Trustees who do not get a physical copy but who wish to read the physical report may come into the library during regular business hours and read the Office Manager's copy prior to the July 16 board meeting.

As a next step, the Ad Hoc Committee recommended that Ms. Cottrill contact the library's financial advisor, Jamie Rachlin of Meristem Advisors, share with him Mr. Hansen's preliminary cost estimate for the project, and ask his advice on funding options. A meeting of the Ad Hoc Committee with Mr. Rachlin will then be scheduled for early July. A summary of Mr. Rachlin's recommendations will be included in the July Board packet. Mr. Hansen and Mr. Rachlin both be invited to give brief summaries of their reports (up to 10 minutes) to the Board at the July 16 meeting.

Meeting was adjourned at 6:20 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Cottrill". The signature is written in a cursive, flowing style.

Jennifer Cottrill,
Library Director