

## **FACILITIES COMMITTEE MEETING MINUTES**

Date: September 4, 2018

Time: 3:30 pm

### **Call to Order**

Sandy West called the meeting to order at 3:30 pm

### **Roll Call**

*Members present:* Janet Jenkins, Robert Paarlberg, Sandy West, Sharon Yearwood, Topel (entered 3:39 p.m.) and Gary Denué (entered 3:43 p.m.)

*Others present:* Susan Palmer

### **Approval of Minutes**

Robert Paarlberg motioned to approve the May 8th minutes. Sharon Yearwood second. Motion carried.

### **Public Comment**

None

### **Unfinished Business**

#### Champaign Building Remodel Update

Susan Palmer gave update of the Champaign building remodel. She mentioned that the new lights that had been placed were originally to be offset with a rebate from Ameren, but those rebate funds were depleted by time rebate request was sent. New carpet and epoxy flooring, cubicle walls cleaned, paint and new sinks in restrooms. Parking lot was repaired.

#### Edwardsville Mine Subsidence Update

Edwardsville building has been working with mine subsidence companies for quotes to repair. This was a hold over item from the years when funding was reduced.

### **New Business**

#### FY2019 Plans

Champaign office will not look to working on kitchen location and getting ADA compliant on restrooms, which may include taking out some of the floor spacing in board room location and expanding the area of restrooms with office space for operations manager. Soffit also needs to be painted.

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**IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!**

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Illinois Libraries Delivery Service meeting was held with all parties involved. Laboratory of Applied Spatial Analysis was invited to provide optimal location for delivery switching between systems. Illinois State Library may look into an intergovernmental contract with systems and CARLI would step away from providing financial support. Since work is being updated to send to LASA, would like to ask if they can provide a way to manage 6th day run for some libraries. Another thought would consider automatic sorting for Edwardsville location. Also needed is an appraisal of Champaign location once all work is completed. Carbondale location evaluation for continuing contract with Southern Illinois University incubator or try and find permanent location to purchase. Sandy West asked what would be better, a super-hub location centrally placed, or to continue with three locations. Susan Palmer stated that staffing would be impacted and would still have other considerations.

**Public Comment**

None

**Announcements**

None

**Adjournment**

Charlene Topel motioned to adjourn. Sharon Yearwood second. Adjourned 4:12 pm.