

DANVILLE PUBLIC LIBRARY
BUILDING COMMITTEE
MINUTES

Since Kori requested to step down as chair at the previous full board meeting, Board President Mark Denman called the bi-monthly meeting of the Building Committee to order at 4:04 p.m., Tuesday, June 6, 2023, held at the Second Floor Meeting Room of the Danville Public Library.

Members Present

Kori Bowers

Zach Gwinn

Alice Payne

Mark Denman-Ex Officio

Members Absent

Martha Espino

Others

Staff Present

Jennifer Hess/Exec Director

Ruey Sandusky/Admin Department

Approval of the Agenda:

Zach made the motion to approve, Alice seconded and the vote was unanimous.

Old Business

New Business

- **Item of Discussion:** Committee Chair
Mark asked Kori if he would like someone else to replace him as chair for the committee. Kori indicated that he would. Zach was asked if he would like to chair and he agreed. The group decided to appoint Zach pro tempore to the position until it can be brought to the full board at the next meeting for approval. At this point Mark passed the meeting to Zach.
- **Item of Information:** Jennifer
Jennifer had several updates from Dawn. Dawn has hired Mark Hawkins to replace Ethan as her assistant. She has also hired an intern from the VA named Jim. Jim will mainly be doing custodial work indoors. She would like us to look into the cost of installing a sprinkler system in the lawn as keeping the grass green with one sprinkler and a hose takes a lot of her time in the summer. Jennifer also reported that Dawn has been spreading mulch and cleaning up areas outdoors with Mark's help. She is getting ready to work on the weed patch but needs to soak the area to get the bricks loose enough to remove. She also mulched around the Mervis statue but one of the lights was recently broken and she's concerned people are trying to damage things on purpose. Jennifer recommended adding a security camera to that front area. The patio area outside of the 1st floor room is also on her short list to finish up.
- **Item of Information:** Jim Keller Community Survey
The Zoom call was not highly attended but it was another great presentation. It will get interesting to get feedback when he presents to the city and the boards.
- **Item of Information:** Elevator Repair Update
TKE will be here next Tuesday to start the three day installation and then the upgrade will be finished.
- **Item of Information:** Capital Improvements List Update
Jennifer provided the Capital Improvements list she created March of 2021. It was updated to show what items on the list had been completed. The committee members were impressed with how many projects had been completed.

- **ACTION ITEM:** Update the Vinyl Topper on the Watchfire Sign
Since we are in the process of getting an updates quote, the committee decided to recommend sending the action item to the Finance Committee at their next meeting as long as the new quote has been received and it is no more than \$5.000.
Alice made the motion to approve, Zach seconded and the vote was unanimous.

The Committee's next meeting will be held on Tuesday, August 1, 2023, 4:00 p.m., Second Floor Conference Room.

There being no further business to come before the Board, Committee Chairperson, Pro tempore, Zach Gwinn adjourned the meeting at 4:32 p.m.