

DANVILLE PUBLIC LIBRARY
BUILDING COMMITTEE
MINUTES

Chairperson Zach Gwinn called the bi-monthly meeting of the Building Committee to order at 4:04 p.m., Tuesday, October 10, 2023, held at the Second Floor Meeting Room of the Danville Public Library.

Members Present

Zach Gwinn-Chair
Kori Bowers
Martha Espino
Alice Payne
Mark Denman-Ex Officio

Members Absent

Others

Staff Present

Jennifer Hess/Executive Director
Johnson Flanagan/Director of Operations
Brooke Kuchefski/Director of Community Relations

Approval of the Agenda:

Alice made the motion to approve as presented, Kori seconded and the vote was unanimous.

Approval of the minutes:

Martha made the motion to approve as presented, Kori seconded and the vote was unanimous.

Old Business

New Business

Item of Information: Live and Learn Construction Grant Contract

Jennifer explained that we were awarded a reimbursement grant to improve the receiving area so that it could be used as a patron entrance. The quote in the packet is the last thing we need to accomplish to be able to request reimbursement for the whole project. The Board doesn't have to approve the expenditure because it will be paid for by the grant, but she wanted to make sure they had a chance to see the quote and make sure they thought it was a good bid. The committee agreed it was a good quote and it should be put on the agenda for the full board to discuss before proceeding.

Alice made the motion to approve bringing it to the full board, Martha seconded and the vote was unanimous.

Item of Information: New Boiler Inspection

The new Boilers needed to be inspected before it can be paid for. We had one violation that needs to be fixed and that is scheduled to be done.

Item of Information: Master Gardeners

Jennifer went over the meeting notes from her meeting with the Master Gardeners and handed out a printout of the layout of the gardens they provided with a list of the local plants. The Committee would like this information presented at the next full board meeting.

Item of Information: Flagpole

The flagpole is broken again. Dawn is trying to find a way to fix it but it might need to be replaced.

Item of Information: Insurance

It's almost time to renew our insurance. Jennifer has a meeting to discuss what we need and don't need for next year. She will have an action item to present at the next meeting.

Item of Information: Clock Donation

There has been a donation of a clock that was originally in the Carnegie building. A clock repairman bought it and refurbished it. We plan to put it in the second floor Conference Room.

The Committee's next meeting will be held on Tuesday, December 5, 2023, 4:00 p.m., Second Floor Conference Room.

There being no further business to come before the Board, Committee Chairperson Zach Gwinn adjourned the meeting at 4:24p.m.