

Minutes of the PCPLD Building and Grounds Committee

Wednesday December 6, 2017

3:00 p.m.

Mercedes McGowan Board Room

1. Call to Order-Committee Chairperson Asad Khan called the meeting to order at 3:03 p.m.

2. Roll Call-Trustee Khan, Executive Director Debra Stombres, Maintenance Manager Bill Slayton and Administrative Assistant Deborah Muscarello
Absent-President Mary Prosser

3. Paint colors as we paint the 10 year old addition-Debra asked the executive committee what color they would like on the external part of the ameba and they all agreed not orange, medium to lighter blue was agreed upon and discussed with the committee. Bill will bring paint samples to the Board for final approval.

4. Update on glass door project-Debra updated the committee-
The board approved Engberg Anderson to complete the specs and bid out the glass door project at the November meeting. Engberg Anderson is proceeding the following timeline. They will make the bid packets available to contractors on December 19th, the Pre-bid walk through will take place on Jan 3 and bids will be due Jan 10th. There is a 4 – 6 week lead time on materials so the project will commence mid to late February.

5. Key pad vs. swipe card entry to private spaces-There are 9 doors accessible by the public that will need to be secured with swipe keys. Bill will resource our options and obtain quotes for Board approval.

6. LED lighting update-Bill distributed a copy of the Com Ed facility assessment and the committee discussed the LED's, where they can be switched and in the interim brighter bulbs have been put in place.

The library can apply for a grant Bill and Ron will resource the criteria needed to apply.

Debra and Bill gave Trustee Khan a tour of the studio lab and where the LED lighting has been placed in the Children's department.

7. Set Date of next meeting–March 7th@4:00

8. Adjournment–Committee Chairperson Asad Khan adjourned the meeting at 3:47 p.m.

Asad Khan
Committee Chairperson

Deborah Muscarello
Administrative Assistant