MEETING OF THE POPLAR CREEK PUBLIC LIBRARY DISTRICT BUILDING AND GROUNDS COMMITTEE
Tuesday June 29, 2021
Mercedes McGowan Board Room

1. President Kennedy call the meeting to order at 4:15 p.m.

2. Roll Call-Trustee Bailey and President Kennedy
Absent-Committee Chair Trustee Khan and Bill Slayton
Also present-Executive Director Debra Stombres, Maintenance Services Paul Eisenbraun and Administrative Assistant Deborah Muscarello

3. Recent free acquisitions

a. Spinners for World Languages
The Library received 4 spinners from the Palatine Library for DVD's, games and Hindi/Spanish World Languages. 6 more soon available
b. The Library will be receiving additional stage platform pieces and a ramp for meeting room 1, we purchased a new skirt

4. Discuss Branch presentation for Open Plus program: Debra discussed with the committee highlighting-

- Met with Bibliotheca on a zoom call June 24th, they were impressed with the preparations we have made for the open-access
- Self-Checks will be delivered to the Main for configuration and Cameras will be swapped out with existing ones
- Staff will be there full time for a few weeks with the patrons, we will then go live in August
- An instruction video will be made
- Staff will then be utilized at the Main, and Steven will be working in the Reference Department.

5. Discuss timing of bidding out of the Branch meeting room:

- We will open the bids in October to be approved at the October Board Meeting

6. Quote coming for Children's Department Public Desk

- The Demco rep stated the numbers change daily, he will prepare a quote the week of the July Board Meeting, we budgeted $25,000

7. Review (99year) Facility Plan-Discussed the plan and reviewed-A lot of work has been completed looking forward to 2023

8. Adjournment

Trustee Bailey moved and President Kennedy seconded a motion to adjourn to the next Building and Grounds meeting.
Voice Vote Unanimous
Motion Carried

Adjourned at 4:46 p.m.

Pro Temp-Committee Chairperson
President Kennedy

Deborah Muscarello
Administrative Assistant