Algonquin Area Public Library District
2600 Harnish Drive, Algonquin, Illinois
Board of Trustees Facilities Committee
February 13, 2023
Minutes

The Board of Trustees of the Algonquin Area Public Library District Facilities Committee convened at 6:00 pm on Monday, February 13, 2023 at the Harnish Main Library at 2600 Harnish Drive, Algonquin, Illinois.

An agenda was posted at least 48 hours prior to the meeting.

Call to Order
The meeting was called to order at 6:02pm by Vice President Taylor.

Roll Call
Present: Committee members: Vice President Taylor, President Schaaf, Secretary Sharkey, and Trustee Johnson.
Trustees: Treasurer Pelke.
Also present: Executive Director Murray and Assistant Director Dolin. There were no visitors.

Approval of the December 12, 2022 Facilities Committee Meeting Minutes
Trustee Sharkey moved that the minutes of the December 12, 2022 meeting be approved. President Schaaf seconded. The motion passed with no opposition.

Additions to the Agenda
There were no additions to the agenda.

Eastgate Branch Renovation Project
Executive Director Murray distributed notes and drawings illustrating the work that has been done so far. A committee of staff met with the architects on Wednesdays, January 25 and February 8 to discuss some broad concepts that will anchor the project. The staff are in support of services for children being on the lower level and adults on the main level. There is a long lead time (45-50 weeks) for the elevator components, so a decision had to be made about the general location and orientation for the elevator. Its location is a significant driver of the flow for the programmatic design on both levels.

Executive Murray highlighted some elements of the drawings that the staff reacted to positively.
On the main level:

- staff desk backing up to the workroom wall
- angled orientation of shelving for enhanced sightlines and light flow
- a two way fireplace in the southwest corner with indoor and outdoor seating areas
- a vending/café area in the southeast corner with windows looking out into the north parking lot with a multipurpose room separating it from the fireplace area
- book drops from the outside and inside that drop into the workroom

On the lower level:

- a deeper rounded patio off the children's area as opposed to a long narrow one
- large meeting room adjacent to the public bathrooms on the east wall and staff space on the west wall
- service desk backing up to the east wall with sight lines into the play area and to the entrance

A non-gendered family restroom should be available on both levels and would not require anyone to enter a children's area to access it.

Trustees asked about the timeline for the project and whether the plan was to close the Branch while the project is completed. John Shales will attend the next planning meeting, and will be able to give more information about the timeline. It may be possible to do the project in phases and close for a shorter time to install the elevator and renovate the bathrooms. The Committee also asked about marketing the project to the public and getting input. The architects have public engagement built into their process. They said they will share more information about the project when renderings have been completed so it is easier to visualize how the project will look when it is finished. At that point, they will take input from the trustees and public before finalizing the plans.

Facility Committee Meeting Dates
Vice President Taylor suggested that dates be chosen for regular meetings during the project planning and implementation. Architect meetings are scheduled twice a month on Wednesday afternoons. The Facilities Committee will meet between the two meetings opposite the regular board meetings. The next three meetings will be on March 14, April 18, and May 23 at 6pm.

Adjournment
Vice President Taylor adjourned the meeting at 6:52pm by declaration.

ATTEST:

_____ 02/14/2023
Chair Date