

Franklin Public Library
Building & Grounds Committee Meeting
July 15, 2021
Approved: October 25, 2021



ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Annie Vitas-Oklobdzija (AV)	X	Judy Mueller (JM)	X	Kristen Wilhelm (KW)	Excused

ALSO ATTENDED: Jennifer Loeffel (JL), Library Director; Bob Tesch, City of Franklin-Building Maintenance Superintendent

CALL TO ORDER: The meeting was called to order by JL at 1:15 p.m.

APPROVAL OF THE MINUTES:

- a. AV made a motion to approve the minutes from the July 9, 2020 Building & Grounds Committee meeting. JM seconded. Motion carried.

BUSINESS:

- a. **Discussion and Recommendation Regarding Capital Improvement Requests for the 2022-2026 City of Franklin Capital Improvement Plan**

The Committee discussed uncompleted projects with JL and Bob Tesch. The Committee identified mudjacking and a library security project as major projects to be prioritized for 2022. Bob Tesch mentioned the 20-year age of the two water heaters and the fact they are above the ceiling and not connected to any drain. The Committee added water heaters to the 2022 list. The Committee also recommended the replacement of the lobby water fountain with brushed brass bottle fillers as a minor project for 2022. The Committee requested JL create a spreadsheet for the Library Board outlining capital expenditures needed over the next few years. The Committee reviewed the Capital Equipment list for any other possible needs.

- b. **Discussion of Building Maintenance Checklist**

The Committee reviewed the Building Maintenance Checklist and noted many of the items have been completed. The Committee will schedule a new walk-through to create a new Checklist.

ADJOURNMENT: JM made a motion to adjourn; AV seconded. Motion carried. Meeting ended at 2:15 p.m.

Respectfully submitted, Jennifer Loeffel, Library Director