

**Matteson Area Public Library District**  
**Board of Trustees**  
**Building, Ground & Equipment**  
**Meeting Minutes**  
**June 29, 2022**  
**6:00 pm**

I. Call to Order

- Trustee Temitope Babayode called the meeting to order at 6:12 pm.

II. Roll Call

- Present were Trustees Temitope Babayode, Howard Hunigan, Harold Gillis, and John Currin. Also present Assistant Director Thom Webb.

III. Opportunity for Public Comment

- No public available

IV. Electronic Panel

- Committee requested more quotes on the project by next Board meeting.
- Assistant Director Thom Webb commented that he and Interim Director Nikeda Webb are working on obtaining more quotes.
- Trustee Babayode asked if the exposed wires in the electrical room can be covered? Trustee Currin suggested that it would be better to bundle them and mount them up where people can't touch them.
- Trustee Babayode asked if a pipe coming into the room could be sealed better?
- It was reported that the library would need to be closed for this project, as it is a priority.

V. Air Conditioning Repairs

- Assistant Director Thom Webb is working on two more quotes.
- A concern was brought up about the amount of money going to Hayes Mechanical; specifically, the last two projects within the last two years.
- It was suggested that Hayes or whatever company is decided upon come and explain to the Board the project helping them to better understand whether we need to continue to do small little repairs constantly or whether we need to do a large, complete overhaul of what we have.
- It might be a good idea to do a space audit for infrastructure prior to the remodeling project.

VI. Walk Through

- The focus was on the patio, the shed, and the fence.
- Trustee Babayode thought the fence was the second biggest concern. The shape it is in and the lack of a locking gate.
- At this time, they did not feel we needed more storage space or a bigger shed.

#### VII. Space Audit

- The Architects while in the building gathered the information they needed. They will be checking in every two weeks to keep us informed of their progress.
- The Committee wants to be made aware of any zoom updates so that they can attend if able.
- Need to schedule a combined Building, Grounds and Equipment and Finance meeting regarding the space audit.

#### VIII. Other

- A conversation ensued regarding the memorial bench in the courtyard. Trustee Hunigan is working on a Board Policy/Procedure for “giving permanent kinds of recognition.
- Trustee Hunigan suggested contacting a firm that can create murals/art on buildings. He thought it would be a good idea for the wheelchair ramp walls. More information forthcoming.

#### IX. Final Thoughts

- None

The meeting adjourned at 7:30 pm.

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Approved by Trustee Temitope Babayode, Chairman