

Meeting of the Byron Public Library District
Facilities Committee
Board Room
Byron Public Library District
100 S. Washington St. Byron, IL 61010
March 11, 2025

Committee Members Present: Susan O'Neil and James Chisholm

Also Present: Julie Reckamp and Nancy McKay

Absent: Elaine Breck

Mrs. O'Neil called the meeting to order at 2:00 pm.

Mrs. Reckamp reviewed the current facilities maintenance plan. While most items on the list are complete or ongoing, she noted the roof had not been inspected and carpets had not been cleaned recently. Mrs. Reckamp presented a quote from Crystal Image Cleaning for carpet cleaning and suggested the evening of Saturday, April 19, since the library will be closed Sunday, April 20 for Easter. Mrs. Reckamp indicated she would call Superior Roofing for an assessment of current roof conditions. Mrs. Reckamp will continue to update actual costs for maintenance during FY24-25 in preparation for cost recommendations for FY25-26.

Mrs. Reckamp highlighted the Condition Assessment Plan completed by Dewberry in October 2024. The key findings are as follows:

1. Presence of hazardous egress conditions due to storage in west stairwell and lack of contrast nosing in east stairwell (Mrs. Reckamp noted she has been working with Lou to clear the west stairwell and that is almost complete. She will call Carpetland to inquire about contrast nosing for the east stairwell).
2. Gutters at roofing are near end-of-life expectancy and failing in some areas.
3. Deterioration of exterior finishes & sealants.
4. Humidity issues (Miller Engineering feels this issue has been addressed & resolved).
5. Leaking condensation drain lines (Miller Engineering feels this issue has been addressed & resolved).
6. Aging HVAC Equipment

Mrs. Reckamp suggested approval of the Condition Assessment Plan be placed on the agenda for the April board meeting. She shared the Capital Investment Plan and would also place that on the agenda for the April board meeting, as well as share with the Finance Committee.

Mrs. Reckamp noted that the library's maintenance staff had suggested creating a storage area behind the west stairwell. The library has a lot of steel shelving and frames and only some of that can be accommodated in the current storage areas. The fire chief indicated that

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nonflammable material could be stored there. The committee agreed this was a good storage solution and requested Mrs. Reckamp and Mr. Vanderwyst to further investigate this possibility.

Mrs. O'Neil made a motion to adjourn the meeting and the motion was seconded by Mr. Chisholm. The meeting adjourned at 2:42 pm

Respectfully submitted,
Julie Reckamp