

## MINUTES

Henika District Library  
Building & Grounds Committee Meeting  
November 11th, 2024 at 5:30pm

- I. Call to Order - 5:31 by Marsh, seconded by Augustin
  - A. Members Present: Gary Marsh, Pam Meyer, Rachel Brinks, Meghan Augustin
  - B. Members Absent:
  - C. Staff Present: Cierra Bakovka
  - D. Guests: Mike Meyer from Triangle
  
- II. Approval of Agenda - Motion by Augustin, second by Meyer
  
- III. Community Opportunity to Address the Committee - none
  
- IV. Approval of Meeting Minutes - Motion by Augustin, second by Brinks
  
- V. Unfinished Business
  - A. Grant Opportunities
    1. Facade Grant Update
      - we were awarded this grant. We had submitted the application with quotes to do outdoor lighting and new windows. The question is with the window quotes being as expensive as they are, do we want to scale back or change what we want to do about the windows. Brinks recommended prioritizing the outdoor lighting and then getting additional quotes to go over windows with possibly seeing if we could prioritize which ones have the most issues. See if we can fit some window replacements in with the allotted budget for this grant and not go over the \$20,000 maximum. All agreed. Bakovka to look into additional quotes for windows.
  
  - B. Expansion Project Update
    1. Conceptual Drawings
      - Reviewed past surveys and questionnaires, and other past accomplishments for our new building committee members, Brinks and Meyer. Triangle agreed to come up with an inspirational conceptual drawing for what the outside of our building could look like in an expansive, free of charge. This could be used to spearhead fundraising, inspire community input/interest, and gather momentum in moving things forward. The drawing was delayed from the original attempt to have it for the 125th anniversary celebration in October, but we should be able to have the drawing(s) around Thanksgiving, to then be able to be displayed at Snow Fest. Snow Fest will be Saturday, December 7 and we have a lot of foot traffic through the building at that time. Some Triangle members plan to make it to Snow Fest.

## C. Building/Grounds Walkthrough

### 1. Assign priority level

- The walkthrough that was done by the building committee in August needed to be finished up with assigning condition levels and priority codes. Those were noted into the Facility Audit Summary.

## VI. New Business - none

## VII. Around the Table

Marsh: Urges saving money in an attempt to be able to help get funds procured to be able to expand. Commends Bakovka on her positive work atmosphere in the building.

Brinks: Nothing to add

Augustin: Thanks to our newest board members, even with having so recently joined, to be willing to jump onto the Building Committee

Bakovka: Thanks for new and continued efforts and thoughts. Thanks to Brinks and Meyer for joining the committee. Thanks to Mike Meyers for attending.

Meyer: Nothing to add

## VIII. Adjournment - 6:38 by Augustin, seconded by Brinks