



## Minutes

### **1. Call to order**

Committee Chair Jeffrey Westhoff called the meeting to order at 4:02 p.m.

### **2. Roll call**

Upon roll call, Trustees Westhoff and Jefferson were present.

### **3. Introduction of visitors**

Also present were Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, Dan Eallonardo of Independent Construction Services, and Kristen Richardson of Engberg Anderson Architects

### **4. Public Comment**

None.

### **5. Second-floor staff areas remodel**

Dan Eallonardo updated the committee on construction progress and listed possible issues that may require work change orders. Kristen Richardson provided updates on the furniture order, saying that workstations are a priority. Afterward, the committee and visitors toured the construction area.

### **6. Review of future projects**

Executive Director Dilger said the Main Library's four elevators likely will need pre-emptive upgrades because the company that manufactured them has gone out of business and no longer can supply parts. She advised this should begin after the second-floor staff area remodel is completed. Richardson also spoke on the subject.

### **7. Other business**

None.

### **8. Date for next meeting**

The committee will meet again at 4:00 p.m. Thursday, February 1, 2024.

**9. Adjournment**

Committee Chair Westhoff adjourned the meeting at 5:03 p.m.

Approved on: \_\_\_\_\_

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

Prepared by Jeffrey Westhoff