



St. Charles Public Library
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scpld.org

**MINUTES
FACILITIES COMMITTEE
BOARD OF TRUSTEES
ST. CHARLES PUBLIC LIBRARY DISTRICT
JULY 12, 2023**

The Facilities Committee Meeting of the Board of Trustees of the St. Charles Public Library District was held on Wednesday, July 12, 2023 at 6:00 pm at the Library. Present: President Robert T. Gephart, Vice President/Secretary Mary Kruse, Treasurer Michael J. Hill, Trustees Shane Hampton, Claudia Frost, Bonnie J. Dauer and Allison Lanthrum, Director Katherine G. Buckson and Administrative Assistant Virginia Tsipas. Staff present: Business Office Assistant Mary Merritt and Facilities & Security Manager Junior Renteria.

I. CALL TO ORDER

Trustee Gephart called the meeting to order at 6:01 pm, and determined there was a quorum with a roll call vote.

Mr. Renteria stated the work on the drive-thru book drop was completed with the book drop being extended out six inches and painted yellow for more visibility at night. The lane to the book drop was restriped to guide patrons closer to the book drop. Data was collected in four-hour periods before and after the book drop repair to evaluate ease of use by patrons. Prior to the repair work, 60% of patrons were able to access the book drop without exiting their cars. After completion of repair work, 84% of patrons were able to use the book drop without exiting their cars.

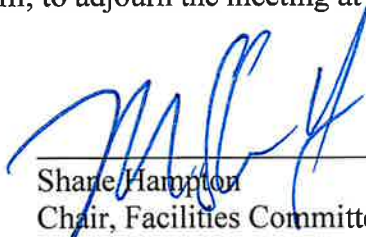
The Trustees began inspection of the Library property. Mr. Renteria stated the parking lots were repaved and restriped in May; the landscaping was mulched; new grass was laid in front of the Carnegie building; and the split-rail, red-cedar fence around the retention pond was installed. Cross-walk signs to additional patron parking and staff parking have improved safety in those areas.

The first step in the center section of the Carnegie building has settled with a sink hole and needs to be repaired. The location of the time capsule on the Carnegie building lawn needs the grass removed from the ground plate.

The outside tour ended at 6:15 pm because of a tornado warning. The Trustees walked through the mechanical room.

V. ADJOURNMENT

Motion by Trustee Gephart, second by Trustee Hill, to adjourn the meeting at 7:12 pm. Carried unanimously.



Share Hampton
Chair, Facilities Committee