

**MEDINA COUNTY DISTRICT LIBRARY
MINUTES OF THE BUILDINGS COMMITTEE**

October 7, 2021

The Buildings Committee of the Medina County District Library Board of Trustees met on Thursday, October 7 at Medina Library.

Sharon Jenks called the meeting to order at 6:00 pm. Roll call was taken with the following members noted as present: Sharon Jenks, Dr. Maria Griffiths, and Kyle White. Staff members in attendance were Julianne Bedel, Director; Kelly Conner, Fiscal Officer acting as recording secretary; and Jason Brzezinski, Facilities Manager.

Upon a motion by Dr. Griffiths and a second by Ms. White, the agenda was approved unanimously.

Partnership Opportunity at Lodi: Dr. Griffiths moved and Ms. White seconded to move into executive session at 6:03pm to consider the purchase of property for public purposes. Roll call: Jenks, yes; Griffiths, yes; White, yes. Committee returned to regular session at 6:13pm. No action was taken.

HVAC Project: Mr. Brzezinski gave an overview of proposed HVAC work including immediate repairs which need to be conducted in 2021 as well as a plan for ongoing preventative maintenance to be implemented beginning in 2022. These necessities were identified following a system-wide HVAC audit. The audit also indicated several adjustments that could be made to increase efficiency and ease of use of the HVAC equipment and controls. These recommendations have been implemented and have already resulted in a measurable increase in efficiency and more consistent ambient temperatures throughout the properties. Ms. Conner reviewed that in the 401 Building & Repair Fund so far this year we have utilized \$32,076 of the \$227,500 budgeted amount. A large portion of the funding was intended for a carpet project (at Medina Children's Dept.) which is not going to be implemented this year. At this time, we plan no further building updates for 2021. There is currently \$195,424 available in the 401 5400 Building Improvements budget. Mr. Brzezinski gathered comparable estimates for making the suggested improvements and suggested moving ahead with Summit Building Solutions at a total cost of \$167,900. Mr. Brzezinski reviewed the scope of the project as well as its necessity and it was generally agreed that the library should engage Summit Building Solutions for the needed HVAC work. Because the necessary funding exists in the proper portion of the budget, a board resolution to budget the cost is not needed.

Other: no items.

A motion was made at 6:57 p.m. by Ms. White and was seconded by Dr. Griffiths to adjourn. The motion carried unanimously.