

TRACY MEMORIAL LIBRARY (TML)
DRAFT FACILITIES COMMITTEE MINUTES
October 2, 2023

The meeting was called to order at 5 PM. Attendance: Crystal Schimpf, Library Director, Gerald Coogan, Sherry Williams and Steven Solomon.

Approve meeting minutes.

The Committee approved the meeting minutes for September 20, 2023.

Old Business Administrative

Mold Remediation and Moisture Concerns: Crystal reported that she is experiencing difficulty in scheduling the deep cleaning and the duck cleaning. She will work to schedule a time.

FYI 2025 CIP update: Crystal presented the proposed capital improvements for FY 2025.

FYI 2025 capital reserve budget: Crystal presented the capital reserve budget.

Stonewall concerns: G Coogan reported that he contacted Tim Gannett (recommended by Woodcrest) and Tim inspected the stonewall. Tim said he could make minor adjustments; then he will look at long-term improvements. Other masons have been unresponsive to date.

Walkway repairs: Marc Berry made the necessary short-term repairs.

Roof leaks: Crystal maintains contact with Weathercheck to determine if additional services may be needed. At present, the issues appear to be minor.

Generator replacement: Steve reported that he met with the generator company and they can replace the existing generator which will be a larger than the current configuration.

The next facilities committee meeting will be on Wednesday, November 1 at 5 PM.

The meeting adjourned at approximately 5:50 PM.