



Building and Grounds Meeting Minutes
Black Road Branch – Meeting Rooms E & F
3395 Black Road, Joliet, IL 60431
May 18, 2017 – 6:15 p.m.

1. Convene and Call to Order

The meeting was called to order at 6:23 pm by Committee Chairperson Emmie Ostrem.

2. Roll Call

Committee members present: Emmie Ostrem, Carol Boban, and Lynn Samalea as ex officio

Committee members absent: Jack Markley, Essie Chavez

Other Board Trustees present: Nancy Henricksen

Staff members present: Megan Millen, Catherine Yanikoski, Helene Marzec, Tony Nielsen, Ed Rodriguez, and Deb Fowler

3. Agenda Revision and Approval

MOTION: Carol Boban moved and Lynn Samalea seconded to approve the agenda as presented. The motion passed unanimously via voice vote.

4. New Business

Chief Operations Officer Helene Marzec, Maintenance Coordinator Ed Rodriguez, and Maintenance Assistant/Lead Custodian Tony Nielsen led a walkthrough of the Black Road Branch building. The mechanical equipment, landscaping and general condition of the building and grounds were just a few of the highlights on the tour. The committee was especially interested in viewing the progress of the restoration of the drainage system on the north side of the building. The committee also toured the west side exterior of the building along the Will County Forest Preserve Rock Run Trail. The tour also included the mezzanine level and concluded with the staff and circulation offices.

5. Public Participation

There was no public participation.

6. Adjournment

MOTION: Carol Boban moved and Lynn Samalea seconded to adjourn at 6:55 pm. The motion passed unanimously via voice vote.

A handwritten signature in black ink that reads "Lynn Poper Samalea". The signature is written in a cursive style and is positioned at the bottom right of the page.