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Building and Grounds Meeting Minutes
Ottawa Street Branch – Meeting Room B
150 N. Ottawa Street, Joliet, IL 60432
March 16, 2017 – 6:05 p.m.

1. Convene and Call to Order

The meeting was called to order at 6:08 pm by Committee Chairperson Emmie Ostrem.

2. Roll Call

Committee members present: Emmie Ostrem, Essie Chavez, Carol Boban, Jack Markley, and Lynn Samalea as ex officio

Committee members absent: None

Other Board Trustees present: Gail Gawlik

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

3. Agenda Revision and Approval

MOTION: Emmie Ostrem moved and Essie Chavez seconded to approve the agenda as presented. The motion passed unanimously via voice vote.

4. New Business

Chief Operations Officer Helene Marzec and Maintenance Coordinator Ed Rodriguez led a walkthrough of the Ottawa Street Branch building. The new chiller, newly renovated staff lounge and kitchen, and the Digital Media Studio were just a few of the highlights on the tour.

5. Public Participation

There was no public participation.

6. Adjournment

MOTION: Carol Boban moved and Essie Chavez seconded to adjourn at 7:01 pm. The motion passed unanimously via voice vote.
