

**PLANO COMMUNITY LIBRARY DISTRICT
AUGUST 16, 2018 BUILDING & GROUNDS COMMITTEE MEETING
HELD IN THE DIANA HASTINGS BOARD ROOM
OF THE PLANO COMMUNITY LIBRARY**

Chairperson Tom Karpus called the meeting to order at 6:30 p.m. Present were committee members Adrian Frost and Zoila Gomez. Also present was Library Director Deanna Howard.

CITIZENS TO BE HEARD

None.

REVIEW AND DISCUSS EXTERIOR REPAIR WORK AND PHASE 2 OF REPAIRS

The committee went outside to examine the building and discuss additional repairs needed. Trustee Karpus, Deanna, and Brian Wofford had completed job walk-through of the Phase 1 repairs completed by Extreme Exteriors. At that time they discussed Phase 2 repairs, focusing on the east entrance facade, and asked Extreme Exteriors to submit a bid for the following repairs:

1. Replace the rotted wood trellis work on the east entrance facade and cover the wood in prefinished aluminum brake metal (this same repair was performed on the west side of the building).
2. Replace the roof on the east entrance facade (this same repair was performed on the west side of the building).
3. Cover the exterior door on the east side of the building with aluminum, to match existing detail. This door is a facade and is badly rotted.
4. Cover the east entrance facade fascia with aluminum and cover or replace trim.

The Committee reviewed and discussed the Phase 2 repairs.

The Committee then walked around the building to identify and discuss other repairs needed. They examined repairs needed at the entrance and glass front of the building. The windows in this area are all wood and some are showing signs of rot. The soffit and fascia around the new entrance is also in need of repair. The committee discussed eventually covering all this wood with aluminum.

The Committee returned to the Diana Hastings Board Room to continue discussions. They discussed the ongoing problem with the roof leak between the original building and the addition. This was marked as Phase 3 of repairs. Trustee Karpus would like to invite Olsson Roofing and other building contractors to examine the existing configuration where the buildings come together and present possible fixes to the board. The Committee would hope to have these discussions in the spring. The board would then determine which solution seemed most favorable and go out to bid on the project. The hope would be for Phase 3 work to begin after the July 1, 2019 fiscal year starts. The repairs to the new entrance and glass front were marked as Phase 4 repairs.

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REVIEW AND DISCUSS BID RECEIVED FROM EXTREME EXTERIORS FOR PHASE 2 OF REPAIRS

Extreme Exteriors supplied a bid of \$9,750 for the Phase 2 repairs. The Committee reviewed and discussed the bid. It was noted that Extreme Exteriors did not include item #4 above in the bid amount. Trustee Karpus will ask for clarification on this item and get an additional price if it was not included in the bid amount. The Committee agreed to recommend the board approve the bid from Extreme Exteriors for Phase 2 repairs.

ADJOURNMENT

Being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,
Deanna Howard

Approved as submitted, 9/27/18

Cecelia Carey