

**LINCOLN PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
COMMITTEE MEETING MINUTES**

**March 10, 2022  
620 Broadway**

**PRESENT:** Susan Rohrer, Keith Leesman, Thomas Zwilling, Bill Vinyard

**ALSO PRESENT:** Mike Starasta, Caroline Kiest, April Jensen, Donna Cunningham

**1. CALL TO ORDER:** Rohrer calls the meeting to order at 5:30 pm.

**2. ADDITIONS TO THE AGENDA:** None

**3. ROOF ISSUES:** Starasta tells the Board about the leaks in the Annex roof. Starasta has contacted Henson/ Robinson. Henson/ Robinson employee told Mike the entire Annex roof needs to be replaced. Henson/Robinson has not gotten back with Starasta with any quotes. Starasta also contacted Serv Pro about water damage from the leaks in the Annex building. Serv Pro employee said he didn't see any water damage but Starasta should call a company to check for mold. Serv Pro employee recommend to have the vents and air ducts cleaned. Jensen said both her and Donna staff are getting sick since the water leaks occurred. Rohrer asked if Serv Pro can clean the vents and air ducts. Starasta will call them and ask. Vinyard said he went on the Annex roof said from the front and sidewalls by McLean Street are in pristine condition but the sidewalls connecting with joining building are damaged. Vinyard wants Knect to look at the Annex roof again. Vinyard said the Annex roof repair should be done in stages, starting from the back of the skylight to the alley. Leesman asked if there are other contractors for roof repair. Vinyard said Henson and Robbins does quality work but if would be better if the Library could hire a local contractor. Rohrer inquired the monetary limit before the bid needs to be put out in the newspaper. Starasta said \$25,000.00. Rohrer said we need to put out more bids for the Annex roof repair. Rohrer wants Starasta to contact Serv Pro about cleaning the air ducts and vents. Leesman asked about the leaks in the Carnegie roof. Starasta said Knect didn't see any leaking.

**4. BOILER ISSUES:** Starasta talks to the Board about the boiler in the Carnegie building. Starasta said the temperature dropped and it took a couple of hours for the building to heat up. Starasta said the cause for the heat to drop, the old pipes from the boiler were leaking. Starasta contacted Leith plumbing, Leith said the old pipes needed to be replaced. Vinyard said the costs could run up by piece mealing the pipe repair. Vinyard recommended Petersburg Plumbing and Leesman also recommended Chief/Bauer from Champaign for Starasta to contact. Leesman said the Carnegie funds could be used to the boiler pipe repair. Rohrer asked to call other plumbers for bids. Vinyard would like 3 other plumber bids.

**5. OTHER BUSINESS:** Starasta heard from Brady Painting about repairing the Carnegie Building front doors. Rohrer asked if Brady Painting needs for the temperature to warm up for them to repair the doors. Vinyard said the Carnegie front doors have weathered pretty well. Leesman said the Carnegie front doors need to be maintained on a regularly. Leesman asked Freedom Information Act form needed to be done yearly. Starasta said the new Board members need to do it then other Board members need to do refresher courses. Starasta said he took Freedom Information Act courses and said the Open Meetings Act has been updated to include Zoom meetings. Cunningham wants Starasta to ask the Board about painting the walls in 620 Broadway room for Summer Reading Program. Rohrer asked Cunningham is the room will be used as a Children's room. Cunningham said only temporarily. Leesman asked if the painting will be done on work time or personal time. Cunningham said work time and Lydia's father has volunteered to help paint.

**ADJOURN:** Rohrer asked for a motion to adjourn the meeting. Zwilling seconded.  
Motion carried 4 – 0.

Meeting ended at 6:15 pm.

Respectively submitted,

Caroline Kiest  
Recording Secretary