

Building & Grounds Committee Meeting  
January 28, 2020  
2:00 PM

Present: Peter Sugar, Chair; Dennis Picker; Barbara Myles, Library Director

1. Minutes of November 27 meeting

Dennis moved, and Peter seconded the motion to approve the minutes of the November 27 meeting.

**Vote:** Yes=2; No=0

2. Work on documentation for Capital Planning Committee about the library's building projects

We reviewed and updated the revised spreadsheet that Dennis made, which contains the following columns: repairs listed by Simpson Gumpertz and Heger's description of the building component as was described in their 2004 Condition Assessment Report, SGH's estimated cost of repairs that was based on the RS Means book of cost estimates, budgeted costs at 2018 prices, the library's actual spending on the repairs, actual repair costs at 2018 prices, and the status of the repairs.

Barbara made a spreadsheet of all repairs listed in SGH's 2004 Condition Assessment plus capital repairs made since 2004 that were not listed in SGH's 2004 Condition Assessment. We discussed adding the capital projects that were not included in SGH's 2004 Condition Assessment to the spreadsheet Dennis presented.

3. Old business

SGH's 2019 Condition Assessment Report needs two corrections: (1) in the summary section the inflationary factor on construction is listed as 3-5%. Peter knows the inflationary factor is 5-6% and (2) in the heating and cooling section AC1 is listed as a 60 ton unit but it was a 30 ton unit. Barbara was asked to get another revision from SGH with these corrections.

Meeting adjourned at 3:15 p.m.

Respectfully submitted,  
Barbara Myles  
Library Director