

TADL Facilities & Services Committee
Minutes

April 4, 2019 ~ 4:30 p.m.

Administrative Conference Room
610 Woodmere Avenue
Traverse City, Michigan

Attendance: Micheal Vickery, Chair, and Joe Jones, secretary; Gail Parsons Juett, Director, Bruce Bennett, Facilities Manager, Deb Radjenovich, Business Manager, staff, Karrie Zeits, legal counsel, and Fred Campbell, JML Design Group. Susan Odgers participated via telephone.

Agenda – The agenda was approved as presented.

Approval of Minutes

The minutes of the March 12, 2019, meeting were approved as presented.

Public Comment

There was no public comment.

Roof Update

Campbell reviewed the process that has been used thus far to determine the best solution for our roof, ventilation, insulation and unwanted heat source issues. At this point in the vent mock-up project, vent tubes have been installed which are embedded in a foamed chicken wire frame, energy barriers have been terminated, insulation blocking air flow has been removed, and fans have been installed. This is all in an attempt to lower the temperature of the air in the unconditioned space above the third floor so that there is not snow melting or ice forming on the roof. Using thermometers placed in various locations in the attic, most temperatures have gone down, but the area of most concern has actually seen a rise in temperature. Campbell indicated this was probably because the fans are now drawing hot air from the second and third floors into the attic space because of unsealed areas. Campbell, Spence Brothers' reps and TADL staff will meet on April 10 to discuss moving forward with additional insulation and sealing off heat sources to diminish the amount of heat entering the attic. This will be part of the current project, and monitoring will continue.

Kingsley Lease

Zeits reviewed with members the various proposals that had been traded over the past several months and shared the current one. She noted that at the last Facilities meeting, members had expressed an interest in going back to the first proposal TADL made and including an amount for monthly rent as requested by the Village. Juett reported that she had shared the information with the Finance Committee and that they were in concurrence with Facilities in regard to a monthly payment, though Finance members felt strongly that the payment should be considered as a contribution or escrow for repair and maintenance of the library, not rent. Following discussion, it was agreed that Zeits would update the draft lease and forward it to the village's attorney. Vickery made it a point to acknowledge the many contributions of the Kingsley Friends over the years and expressed his sincere appreciation.

Public Comment

There was none.

Next Meeting

The next meeting is scheduled for May 23, 2019.

Suggested topic: Kingsley Lease, Roof Update

Adjournment

The meeting adjourned at 5:35 p.m.