

Bloomfield Township Public Library

Building & Grounds Committee

Thursday, June 12, 2025 10:00 a.m.

Hybrid

Join Zoom Meeting

<https://us06web.zoom.us/j/7163780334?pwd=S3BDZTNVY2h4d2k5TFhiWEI1Lyt2Zz09>

AGENDA

New Business:

- Library Design Project – Jenna Walker (Reed Walker Design Collective) and Chloe Aalsburg (C2AE):
 - Furniture Dealer Update
 - Finish Palette Pitch
 - Stakeholder Engagement Plan

Old Business:

- See attached memo for updates on projects

Next meeting:

- Thursday, August 14, 2025 at 9am at the Library or on Zoom

**BLOOMFIELD TOWNSHIP PUBLIC LIBRARY
MEMORANDUM**

TO: Building & Grounds Committee

FROM: Tera Moon, Library Director

DATE: June 5, 2025

SUBJECT: Building & Grounds Updates

The meeting on June 12, 2025 will be devoted to the Library Design Project. Chloe Aalsburg (C2AE) and Jenna Walker (Reed Walker Design Collective) will be in attendance to present the results of the Design Committee's May 29 furniture field trip, to present "finish palettes", and to propose a plan for stakeholder engagement. They're looking for your verbal approval on the palettes and overall direction of this portion of the project.

Because this will take the whole hour, I am providing updates on other projects that this committee has been working on and new projects that you need to know about. None of these require anything from you at this time – they are just updates. If you have questions, please email me, call me, or bring them up at the June 17 board meeting.

- Artisan Roofing completed repairs on the roof. These repairs started last fall and were punch list items from the major repairs to the perimeter.
- Tom has given Professional Grounds Services orders to get the north end landscaping removed and replaced with sod. They were waiting on the irrigation company to perform spring maintenance on the irrigation system and mark the sprinkler heads before starting. That took place this week. Tom and PGS will get that work scheduled.
- Tom and I are starting to consider a major parking lot replacement project for the fiscal year 2027-2028. In the meantime, we've hired Federal Pavement to repair sidewalks and curbs, patch potholes, and apply fresh asphalt. These repairs will be handled mostly on Saturday, June 21. The fresh asphalt application will take place on Thursday, July 4 when the Library is closed. The parking lot project requires much more discussion, investigation, and planning – more to come.
- We are proceeding with a project to install automatic door openers on three staff doors at the end of the Administration hallway. Installing these openers will improve accessibility of these busy staff areas. This was in the CIP and does not exceed the \$25k limit that requires board approval. We are using Assa Abloy, a contractor we have worked with for years.
- Tom and I are still looking for a qualified applicant to fill the part-time Maintenance Assistant position. We reposted the position and are in the process of reviewing applications. We hope to have someone in place by August.

PROPOSED MINUTES OF THE BLOOMFIELD TOWNSHIP PUBLIC LIBRARY BUILDING AND GROUNDS COMMITTEE

The meeting of the Bloomfield Township Public Library Board of Trustees Building and Grounds Committee was held at 9:00 a.m. on Thursday, April 10, 2025.

Trustees Present: Trustees: Keith Carduner (via Zoom), Dani Gillman, Judy Lindstrom, Joan Luksik, Joy Murray

Administration: Tera Moon, Library Director; Katherine Bryant, Assistant Director; Tom Corliss, Facility Services Department Head

Guests: Dennis Jensen (C2AE Architect), Chloe Aalsburg (C2AE Interior Designer), Jenna Walker (Reed Walker Design Collective)

Library Design Project

Jenna Walker explained the background of this project, beginning with the pre-design and research report and on to receiving staff feedback on that report and looking to design the Library holistically, not in smaller pieces.

Jenna walked the group through the block plan, which was developed with the library design team, then refined by the MAC group of department heads and assistant department heads on April 9. She discussed areas including the entrance and lobby, Youth Services, the magazine room and display space, computers, service desks, Adult and Teen Services, Local History and Archives, and Study Rooms.

The Trustees asked questions:

- Trustee Joy Murray asked for clarification about the circulation and holds area.
- Trustee Judy Lindstrom inquired about how the visual impact of the Library would be impacted by the Welcome Desk moving out to connect to the Circulation Desk.
- Trustee Judy Lindstrom suggested the group visit the Library on a sunny day around sunset to see how breathtaking the light is.
- Trustee Judy Lindstrom inquired about the sensory space and how that would be used.
- Trustee Judy Lindstrom commented on how the window along the portico in Youth Services should be maximized for patrons to enjoy the view.
- Trustee Judy Lindstrom commented on the smells of the food from the café and expressed concern that strong odors further along in the building would spread throughout.
- Trustee Judy Lindstrom inquired about the access door to the Library Terrace.
- Trustee Judy Lindstrom inquired about the current display cases in the lobby and the Local History.
- Trustee Judy Lindstrom inquired about the Study Rooms, including the view from those windows and noise control.
- Trustee Judy Lindstrom inquired about how the newly installed security cameras would work with the updated layout.
- Trustee Joan Luksik asked about seating types in the vending café/magazine area.
- Trustee Joan Luksik asked how we would keep the quiet areas quiet.
- Trustee Joan Luksik inquired about where the public printers would go.
- Trustee Joan Luksik inquired about when the holds area would be available to the public.
- Trustee Joy Murray inquired about adding a printer near the holds area.
- Trustee Dani Gillman complimented on the tremendous amount of thought that went into how to serve the entire broad community, including the wellness and sensory spaces.
- Trustee Keith Carduner commented on how a smaller area may be used by the stacks.
- Trustee Keith Carduner agreed that the food issue needs to be thought through carefully.
- Trustee Keith Carduner complimented the overall design.

- Trustee Judy Lindstrom inquired about wayfinding.
- Trustee Judy Lindstrom inquired about the feature wall.
- Trustee Joy Murray inquired about other areas for the coffee/vending machines.

Dennis Jensen shared the next steps. There is general agreement today that this is a good plan to move forward. This will wrap up the conceptual design phase. The next step is the schematic design phase, which will go into much more detail with shelving and furniture ideas. The group discussed whether there should be a presentation at the April 22 board meeting with a vote on the plan. It was agreed that a vote is not needed to move into the schematic design phase. At the end of that phase, we would also have a better cost analysis with options. That would be a good time to hold a vote for formal approval. The group also discussed timelines and construction administration. Tera thanked the group for their attention and thoughtfulness today.

Drainage Improvement Project

Tom and Tera met with Joe Christopher of Spalding DeDecker recently. The Township gave conditional approval for the detention basin on the northeast corner of the grounds, but the Library would have to say it was being installed for aesthetic or learning reasons. Instead, the Library would add an additional sump pump to the lower level. Additionally, in the next few years, the Library needs to redo its entire parking lot. At that time, we could add an additional detention basin below the parking lot. This project would likely close the Library for at least a few days, so we would wait until the design project is complete. For now, the Library would still relandscape the northeast corner of the property to reduce water retention.

Trustee Joy Murray inquired about the existing sump pumps, if they work, what the capacity would be of the new one, and where the water would go. Trustee Joan Luksik inquired about the landscaping. Trustee Judy Lindstrom agreed that removing the plantings in the north end, sodding the area, and seeing what happens over the next year is a good idea. Trustee Keith Carduner agreed that it's good to not move forward with the basin, if we can't name it in the way it was intended. He agreed that putting in the pump makes a lot of sense. He supports the decision and thinks it is well thought through. Trustee Dani Gillman agreed. Everyone agreed that Tera and Judy can work with Goldner Walsh on the new plantings without consulting the group.

Other

Tera updated the group on the Library's vending machine contract. The original contract was signed in 2023 with Perfection Vending, led by Jim Thomas. The Library received poor service for the first several months of the contract, and then service smoothed out. In November 2024, Jim sold the contract to Solo Mart, led by Tawfiq Alkeilani. Service improved. On March 31, 2025, a new vending contractor, Jeff and Holly Haller of JH2 Vending, introduced themselves and explained that Tawfiq sold the contract to them due to personal reasons. So far, JH2 Vending has been in excellent communication and working hard. They have stated that they are working to earn our business when the contract is put out for bid again in 2026.

Next meeting: Thursday, June 12, 2025 at 9:00 a.m. in the Board Room.