NORTHLAND PUBLIC LIBRARY AUTHORITY

Building and Grounds Committee MEETING – Held in person and virtually, using Microsoft Teams

August 11, 2026, 7:00 p.m.

Minutes

I. Call to Order: The Meeting was called to order at 7:08 PM. Dana Getz, Noelle Ivankevich, Mike Smith, Amanda DeKnight, Kim Englert and Bob Lukitsch. (Tom Kosmala was excused)

II. Comments from the Public: (5 mins.) None

PUBLIC COMMENT ON AGENDA ITEMS ONLY At this time, citizens may address the Authority Board on agenda items. Only residents and taxpayers of the Northland's five supporting municipalities will be permitted to address the Authority Board. Comments on non-agenda items will be taken at the end of tonight's meeting. Speakers will be permitted to speak for a maximum of 5 minutes. Groups will be required to designate a spokesperson to represent them before the Board. The designated spokesperson may speak for a maximum of 10 minutes. Speakers are asked to clearly state their name and address for the record and keep comments brief and to the point. Please spell your name for the record. Speakers are reminded that the Authority Board uses these comment periods as opportunities to gather information and not to respond directly to concerns raised. Information gathered will not be discussed at the current meeting, but instead will be referred by the President to the Executive Director, Department Manager, and/or a Committee for review and to prepare an appropriate response which will be communicated to the entire Authority Board.

III. New Business:

a. Completed projects overview– Bob Lukitsch, Amanda DeKnight (5 mins.)

i. CATS Signage – This Project is completed and the CATS Department is pleased with the outcome – wayfinding is much improved.
ii. Parking Lot Paving – A small part of the lot was repaved and more will be done as funding permits in the future.
iii. Lower-Level Parking Lot Lighting – The light was repaired and the payment amount was deducted from FMS' retainage.

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IV. Unfinished Business:

a. HVAC system - Bob Lukitsch (5 mins.) – While the air conditioning is all functional, the fresh air intake system remains impaired and awaiting a custom made part which will lower the overall cost of this repair.
b. Cleaning company/maintenance staff update – Bob Lukitsch (5 mins.) – The current cleaning company is doing a sub-par job and Staff continues to work with them to try and get the work up to Northland standards. This situation is hampered by our inability to hire and hang on to a part-time cleaning assistant. Staff will work on possible alternatives to the current configuration to improve this situation.
c. New Northland Project– Bob Lukitsch & Amanda DeKnight (5 mins.)
    i. Upstairs Restroom – This Project is expected to start in the next few weeks and be completed well before year-end.
    ii. R3A Reimbursement – After settling the matter of Sargent Electric's demand for General Conditions (the request was rejected and they failed to follow up with requested additional information in the time allotted), it is now time to begin the process of collecting from R3A the reimbursement for the cost of redoing the steps they originally designed in a way that did not meet code.

V. Minutes from May 12, 2026 meeting (3 mins.) - Kim made a motion to accept the Minutes from the May 12 meeting, Noelle seconded and the motion passed with one abstention.

VI. Comments from the Public: (5 mins.) None

PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY At this time, citizens may address the Authority Board on non-agenda items. Only residents and taxpayers of the Northland's five supporting municipalities will be permitted to address the Authority Board. Comments on non-agenda items will be taken at the end of tonight's meeting. Speakers will be permitted to speak for a maximum of 5 minutes. Groups will be required to designate a spokesperson to represent them before the Board. The designated spokesperson may speak for a maximum of 10 minutes. Speakers are asked to clearly state their name and address for the record and keep comments brief and to the point. Please spell your name for the record. Speakers are reminded that the Authority Board uses these comment periods as opportunities to gather information and not to respond directly to concerns raised. Information gathered will not be discussed at the current meeting, but instead will be referred by the President to the Executive Director, Department Manager, and/or a Committee for review and to prepare an appropriate response which will be communicated to the entire Authority Board.

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VII. Adjournment – Amanda made a motion to adjourn the meeting, Kim seconded and the meeting adjourned at 7:36 PM.

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