

**MINUTES OF THE SPECIAL MEETING OF THE FACILITIES  
COMMITTEE OF THE BOARD OF LIBRARY TRUSTEES  
OF THE VILLAGE OF CAROL STREAM**

**DATE: August 9, 2017**

**Time: 6:00 p.m.**

**PLACE: Horizon Room**

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1. Call to Order

Committee Chair Larimer called the Meeting of the Facilities Committee to order at 6:09 p.m.

Pledge to the Flag

Committee Chair Larimer led those in attendance in the Pledge of Allegiance to the Flag.

2. Roll Call

Present: Trustees Larimer, Lynch, Bagdonas (arrived at 6:10 p.m.), Patel, Sheikh, Jourdan

Absent: Trustee Berryman-Gilliam

Also Present: Library Director Susan Westgate, Assistant Director Mary Clemens, Adult Services Manager Laura Hays, Youth Services Manager Amy Teske, Circulation Manager Jeri Cain, Human Resources Manager Mary Pellico

3. Discussion

A. Strategic Plan-Environment and Space Goal 3: Create a welcoming environment to attract and engage the community

a. Identify priorities for the Library space plan in discussion with members of the Library's Management Team

The following priorities/outcomes were identified for the Masterplan project:

- Social/gathering areas
  - Vending café/area
  - Patio
- Overall flexibility in the space both for the short-term and long-term
  - Flexible and a variety of spaces
    - Meeting/programming
    - Multi-purpose/Makerspace
    - Study rooms/areas
    - True quiet space
  - Flexible furniture and shelving
- Reimagined Children's Area
- Welcoming atmosphere
  - Functionality, Ambiance, Modern

- More accessible collection
  - Open spacious feel
  - Intuitive wayfinding – design (flow) and signage
  - Sound containment
  - Variety of seating – different ages, sizes, purposes
  - Power access
  - Improved lighting/more natural light
- b. Review of three floor plan schemes from Product Architecture & Design based upon the identified priorities

The Trustees reviewed the floor plan schemes to see which scheme or components of the schemes would best address the identified priorities. It was determined that a combination of components from scheme 2 and 3 would address the identified priorities.

#### 4. Adjournment

There being no further business to come before the Facilities Committee, the Meeting was adjourned at 8:56 p.m.

August 16, 2017  
Approved (date)

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Susan Westgate, Library Director  
For the Facilities Committee