Minutes of the Mississippi Valley Library District
Board of Trustees Building and Grounds Committee Minutes

Date: July 08, 2026
Time: 4:00 PM
Place: Collinsville Memorial Library's Community Room

1. **Call to Order and Roll Call**
   Kelly Balaco-Reeder, Committee Chair, called the meeting to order at 4:00 PM. Roll call was taken by Ian J. Ashcraft, Treasurer and Minutes-Taker.

   Trustees Present:
   - Kelly Balaco-Reeder, Vice President & Committee Chair
   - Jeanne Lomax, President
   - Ian J. Ashcraft, Treasurer and Minutes-Taker
   - Cathy Kulupka, Trustee

   Trustees Absent:
   - None

   Also Present:
   - Kyla Waltermire, Executive Director
   - Matt Harris, Assistant Director

2. **Pledge of Allegiance**

3. **Public Input**
   (none)

4. **Trustee Comments**
   Kulupka mentioned possible private funds may be available for the Pan fountain.

5. **Unfinished Business -** None

6. **New Business**
   a. **Discussion and Possible Action on Revised Solar Energy System Proposals from ARF Solar**

      Kai Luckert and Brandi Eason with ARF Solar were present. Luckert explained that their proposal is a no-cost lease. He said the only ask for the library is that the panels are insured for 15 years.

Luckert shared an update about the funding on their end. This is when they are able to apply for funding for non-profit and public facilities such as the library. Kai explained application windows and dates.

Discussion ensued about project submission deadlines, dates, and where Illinois Solar for All funding comes from.

Lomax asked about ownership of the system. Luckert explained that the library would receive ownership after 6 years.

Lomax asked about insurance on the system and a couple of entities to reach out to see if and how much their premiums went up. Waltermire will get the replacement cost of the proposed systems from ARF Solar and share that with the LIRA insurance pool to get an estimated change in premium from the library's insurers.

Lomax asked about the proposals. The Collinsville Memorial Library (CML) has two proposals, one that is roof-mounted panels only and one including ground-mounted and roof-mounted panels. Discussion ensued about the CML proposals. Luckert reminded that the offset percentage in the proposals is of the energy used and not necessarily the percent of the bill overall.

Waltermire asked about the ground mount proposal for CML, because there was concern about trees the last time solar was discussed at the Building and Grounds Committees. The proposal this time did not include tree removal.

Discussion about the Fairmont City Library (FCL) proposal for a roof-only panel installation ensued.

Lomax asked about hail and how the panels withstand weather conditions. Luckert said the panels are able to withstand a certain amount and could send over the exact specifications.

Lomax motioned and Kulupka seconded to recommend advancing to the full Board ARF Solar's proposal for FCL and the proposal for CML that includes ground-mounted and roof panels. A roll call vote was taken:

Ashcraft – yes
Balaco-Reeder - yes
Kulupka - yes
Lomax - yes

Yes - 4; No - 0; Abstain - 0; Absent - 0
Motion carried.

b. **Discussion and Possible Action re: Pan Fountain Options**

Waltermire reiterated what Kulupka had mentioned about private funding for the fountain repairs. She also shared that the MVLD received a bequest specifically for Pan fountain expenditures and that there are some Pan fountain-specific funds still available through the Collinsville Memorial Library Foundation. The estimated costs provided to the committee should be covered by the bequest and Foundation.

Waltermire explained the two options. The first option is for repairing the fountain by filling the side jet lines and replacing the pump. The second option is for converting the fountain area to greenspace with landscaping. In both options, the CAVC's landscape management class offered options for updating the area's landscaping; the library would purchase the plants and the class would remove the existing landscaping and install the new plantings. Discussion ensued.

Kulupka motioned and Lomax seconded to approve option 1 (replacing of the fountain pump). A roll call vote was taken:

Ashcraft – yes
Balaco-Reeder - yes
Kulupka - yes
Lomax - yes

Yes - 4; No - 0; Abstain - 0; Absent - 0
Motion carried.

c. **Discussion and Possible Action re: Collinsville Memorial Library's Largest HVAC Evaporator and Condenser Units**

Waltermire gave historical and functional context about the A/C units at CML, such as replacement information received as part of repairs made to the A/C system earlier in the summer. Harris talked about current air conditioning issues at the FCL: a ground unit is completely inoperable and the affected area is the bank's portion of the building. The unit was installed in 2008 along with a twin unit right next to it that is on borrowed time (the unit's lifespan is 15-20 years; installation was 18 years ago). Light discussion ensued.

Waltermire reiterated getting pricing on units for FCL. She circled back to the CML units and how the replacement would be different. She also mentioned the possibility of replacements being over the threshold for the bidding process, requiring an RFP. Light discussion ensued.

Lomax mentioned getting pricing for FCL repairs and bringing it to the full Board at the next regular Board meeting. The committee agreed. Waltermire and Harris will reach out to companies to request quotes for 1) replacing the inoperable unit at FCL and 2) replacing the inoperable unit and its twin at the same time. Whatever quotes are received will be presented to the full Board for consideration.

7. **Closed Session** – None

8. **Action for Items Discussed in Closed Session** – None

9. **Adjournment**
   Lomax made the motion to adjourn and Kulupka seconded the motion. A voice vote was taken. All were in favor. The meeting adjourned at 5:00 PM.