

# MEETING MINUTES

ISSUE DATE 08/01/2018

## MEETING INFORMATION

MEETING DATE 07/25/2018 MEETING TIME 6:00 PM

MEETING NAME Advisory Task Force #4 MEETING LOCATION Sun Prairie Library

PROJECT NAME Sun Prairie Architectural Analysis

FEH PROJECT NUMBER 2018304

MINUTES PREPARED BY Miranda Seals

ATTENDEE NAME	ORGANIZATION	PHONE	EMAIL
<input checked="" type="checkbox"/> Gregg Baum	FEH	262-9682055	greggb@fehdesign.com
<input checked="" type="checkbox"/> Miranda Seals	FEH	563-583-4900	mirandas@fehdesign.com
<input checked="" type="checkbox"/> Christy Monk	FEH	563-583-4900	christym@fehdesign.com
<input checked="" type="checkbox"/> Karen Griener	FEH	563-583-4900	kareng@fehdesign.com
<input checked="" type="checkbox"/> Svetha Hetzler	Library Director	608-825-0900	shetzler@sunlib.org
<input checked="" type="checkbox"/> Advisory Task Force Members	See List Below		

DISTRIBUTION Owner, Design Team, and Attendees

PURPOSE Informational meeting and input sessions for the Advisory Task Force members and general public

## DISCUSSION

1. A conversation was held with the director of the Media Center and it was expressed that it would be preferable if the media center space remained where it currently is due to the existing infrastructure. The size of the space cannot get smaller, but it would be able to expand. The idea of having the library maker space adjacent to the media center would be favorable, but not a requirement. These comments were not incorporated into the designs as presented, but were recorded on the comment sheets.
2. In Option B, the adult and children's sections should be swapped.
3. The criteria chart was filled out and there was a definite preference for maintaining the aesthetic.
4. The design options were polled with green dots and the following options got the broadest support: F, D2, and G/G2.
5. The next ATF Meeting is Thursday, August 23<sup>rd</sup> at 6:30PM.

*This is the author's understanding of the items discussed. Please notify us of any discrepancies within 7 days so revised minutes can be issued.*

ATTACHMENTS Attendance List, Criteria Chart



ATTENDANCE:

Present:

Ginger Baier  
Mary Bell  
Sally Campbell  
Joe Chase  
Jay Chattergee  
Bill Eisinger  
Ti Gauger  
Dr. Angelika Gulbis  
Mary Ellen Havel-Lang  
Mark Ibach  
Sue Ann Klein  
Barbra Loftus  
Joy Mathews  
Terry McIlroy  
Nan Olson  
Melody Riedel  
Glenn Schmidt  
Julie Schwellenbach  
Ann Semmann  
Benita Thomas  
Martha Van Pelt  
Kristine Zadrazil  
Sharon Zindars

Absent:

Sharyn Alden  
Tina Bohling  
Carysine Branch  
Christine Congdon  
Maureen Crombie  
Stacy Darga  
John DeBacher  
Mona Deming  
Analiese Eicher  
Paul Esser  
Deborah Greiveldinger  
Tracy Herold  
Don Hooser  
Bryn Horton  
Bob Host  
Marcie Johnson  
Michelle Jones  
Jo Kiesow  
Jon Landsverk  
Sue Ann Larson  
Emily Lindsey  
Jacki Martindale  
Aaron Oppenheimer  
Christina Outlay  
Emilie Rabbitt  
Jake Robbins  
Jenny Ruark  
Sarah Smith  
Neil Stechschulte  
Theresa Stevens  
Steve Stocker  
Brian Willison  
Pat Zastrow

# CRITERIA CHART

Sun Prairie Public Library



Goals Based Criteria		Weighting Factor	A	B	C	D	E	F	G									
1	Sustainability																	
2	Adaptability/Flexability	3		3	3	3	2	3	3									
3	Access/Location	3		3	3	3	3	3	3									
4	Aesthetics/Inspiring	3		2	0	2	1	2.5	1.5									
5	Involvement																	
6	Implementation Schedule	3		3	2	2	1	3	2									
7	Convenience	3		3	3	3	1	3	3									
8	Operating Cost																	
9	Disruption of Services	3		2	2	1	1	3	2									
10	Longevity																	
11	Capital Cost																	
12	Safety and Security	3		2	2	1	3	2	1									
13	Parking and Vehicle Access	3		2	2	2	2	2	2									
14	Support Technology																	
15	Expandable																	
16																		
Total Score		24		20	17	17	14	21.5	17.5									
Ranking																		

\*Decision not to study further at this time