

MEETING MINUTES

ISSUE DATE 08/24/2018

MEETING INFORMATION

MEETING DATE 08/23/2018 MEETING TIME 6:30 PM

MEETING NAME Advisory Task Force #5 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"/> Kevin Eipperle	FEH	563-583-4900	kevine@fehdesign.com
<input checked="" type="checkbox"/> Miranda Seals	FEH	563-583-4900	mirandas@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. Introduction of team members
2. Review Agenda
3. Advisory Task Force and Participant Role
4. Review Goals for Success
5. Review ATF Meetings 1-4
 - a. Information
 - b. Input
 - c. Criteria and Weighting
 - d. Rating options
6. Review the preferred final options and budgets
 - a. A second parking entrance can and should be added to any of the concepts.
 - b. A question was asked about which option, between D2 and F, would disrupt the everyday Library Functions the least during construction and it was determined that F would be less disruptive than D2.
 - c. There were concerns raised about the size of the media center remaining the same.
 - d. New, faster computers should be added and a computer space dedicated to the Teens should also be considered.
7. Tally of preferred options
 - a. A - 0
 - b. B - 1
 - c. B2 - 10
 - d. C - 0



- e. D - 0
 - f. D2 - 11
 - g. E - 0
 - h. F - 0
 - i. F2 - 3
 - j. F3 - 7
 - k. G - 3
 - l. G1 - 2
 - m. G2 - 7
8. Recommendations to the Library Board of Trustees
- a. Make the meeting rooms easily accessible for patrons of all ages
 - b. Combine the bookstore and café, make sure it is adjacent to the meeting rooms, and include an outdoor patio
 - c. Energy efficiency and alternative energy sources
 - d. Consider permeable concrete for the parking lot and hard surfaces
 - e. Ensure the teens have a distinct space from the elementary kids
 - f. Preserve the character of the building, inside and out
 - g. Flexibility for the future
 - h. Consider a building automation system
 - i. Gather input from the maintenance staff
 - j. Engage the media center in planning efforts
 - k. Being open on Sundays year-round should be a consideration
 - l. More technology stations and a dedicated space for the Teens

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



ATTENDANCE:

Present:

Sharyn Alden
Ginger Baier
Sally Campbell
Joe Chase
Christine Congdon
Mona Deming
Analiese Eicher
Bill Eisinger
Ti Gauger
Don Hooser
Mark Ibach
Marcie Johnson
Michelle Jones
Jo Kiesow
Sue Ann Klein
Sue Ann Larson
Barbra Loftus
Sandy Grady
Terry McIlroy
Nan Olson
Melody Riedel
Jenny Ruark
Glenn Schmidt
Julie Schwellenbach
Ann Semmann
Sarah Smith
Martha Van Pelt
Pat Zastrow
Sharon Zindars
Dee Stopfer
Mardy Blaschka
Debbie Bissonnette
Ken Wenzel
Kristy Schuster

Absent:

Mary Bell
Tina Bohling
Carysine Branch
Jay Chatterjee
Maureen Crombie
Stacy Darga
John DeBacher
Paul Esser
Deborah Greiveldinger
Dr. Angelika Gulbis
Mary Ellen Havel-Lang
Tracy Herold
Bryn Horton
Bob Host
Jon Landsverk
Emily Lindsey
Jacki Martindale
Joy Mathews
Aaron Oppenheimer
Christina Outlay
Emilie Rabbitt
Jake Robbins
Neil Stechschulte
Theresa Stevens
Steve Stocker
Benita Thomas
Brian Willison
Kristine Zadrazil