

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Friday, June 27, 2025
12pm
Remote Meeting

1. Call to Order, Roll Call
 - a. April Brazier called the meeting to order at 12:07pm.
 - b. Present: April Brazier, Steve Stocker
 - c. Absent: Mark Chin
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Jon Landsverk, Jan Holmes, Kevin Johnson
2. Approval of minutes
 - a. **MOTION: To approve the May 16, 2025 minutes**
 - b. Stocker (1); Brazier (2); motion passed
3. Citizen Appearances/Public Comment
 - a. None
4. Unfinished Business
 - a. None
5. New Business
 - a. Consideration, Discussion and Possible Action on Current Facility Needs
 - i. Hetzler reported.
 1. There are limitations in seating and study spaces for adults. Staff have been working to add in additional workspaces to help accommodate needs.
 - ii. Landsverk reported.
 1. Offers have been made and accepted for the FT Custodian and Maintenance Technician positions.
 2. Building controls that tell up what is happening with HVAC, air flow, and temperature were experiencing issues this week and went out several times. Trane will be coming in to troubleshoot.
 - b. Consideration and Discussion and Possible Action on Overall SPPL Remodel and Addition Construction Project
 - i. Kevin Johnson reported. New addition is now open and occupied.
 - ii. On Tuesday, Hetzler will be presenting a progress report on the project to the Committee of the Whole. Hetzler shared the report with the committee.
 - iii. Kevin Johnson discussed possibly fencing around the battery energy storage system and transformers. They will check with SPU so see if this is a possibility. Signage will also be added.

6. Staff Updates
 - a. None
7. Referrals
 - a. None
8. Announcements
 - a. None
9. Adjournment
 - a. **MOTION: to adjourn the meeting at 12:35 p.m.**
 - b. Stocker (1); Brazier (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Mark Chin, Chair

A handwritten signature in black ink, appearing to read "Mark Chin", written over a horizontal line.