

SUN PRAIRIE PUBLIC LIBRARY BOARD
MEETING MINUTES
Thursday, September 11, 2025
6 PM
Youth Program Room

1) Call to Order, Roll Call

- a. Emily Lindsey called the meeting to order at 6 p.m,
- b. Present: Emily Lindsey, Mary Bell, April Brazier, Maya Lisowe, Sandy Pittelli, Peter Smith, Rohit Vaidya, Julie Yang
- c. Absent: Mark Chin, Krystal Johnson, Steve Stocker
- d. Also present: Svetha Hetzler, Sarah Michaelis, Kevin Johnson (FVM), Jan Holmes
- e. **MOTION: To reorder the agenda to move 6A, B, C under 4C.**
- f. Bell (1); Pittelli (2); motion passed.

2) Approval of Minutes

- a) **MOTION: To approve the August 14, 2025 Minutes**
- b) Bell (1); Vaidya (2); motion passed

3) Citizen Appearances/Public Comment

- a) None

4) Reports

a) Business of Board President

- i) Party in the Prairie is this Saturday.
- ii) Lindsey emailed board members about the Art Committee – Julie is interested in serving depending on when meetings are.
- iii) We are moving ahead with a consent agenda format. In order for that to work we need to have quorum at committee meetings. If you're unable to attend please communicate with Emily. We'll be asking committee chairs or liaisons to submit a report for the Library Board packet. Michaelis will send out an email with due dates.

b) Report from Student Trustees

- i) Lisowe reported. National Honor Society had their first meeting and are working on volunteer opportunities
- ii) Yang reported. She is now a part of the editing team for the Yahara Journal.

c) Consideration, Discussion and Possible Action on Overall SPPL Remodel and Addition Construction Project

- i) Kevin Johnson reported. Recent major milestones and work in progress includes drywall, painting and overhead mechanicals/electrical in the Phase 2 renovation area; new west mechanical penthouse siding/roofing in progress; new carport in progress and new acoustical ceiling grid in progress.
- ii) Phase 3 transition planning is in progress with a tentative closure the week of November 17th.
- iii) Discussion turned to items 6A-D at this point.

d) Librarian Reports

- i) Hetzler reported. COW budget sessions start soon. October 28th is the date scheduled for the library's session. On October 7th the Mayor is introducing his budget. Lindsay encouraged Board Members to attend the sessions. The dates are October 7, 14, 21, 28 at 5:30pm. She will create a sign up and individually email Board Members.

e) Committee Reports

- i) Facilities Committee – Brazier and Hetzler reported. Hetzler has had landscapers out for site visits. Rose Daily was at the meeting to talk about the EV Charging stations. These will have fees due to state statutes but it will be cost neutral. Working on signage with public works department.
- ii) Personnel Committee – Did not meet.
- iii) Policy Committee – Met today.
- iv) Strategic Planning Committee – Did not meet.
- v) Friends-Smith reported. The Friends are focused on planning their upcoming annual meeting.
- vi) Foundation- Lindsey reported. Party in the Prairie is this Saturday. On October 17th at 7pm a mural will be unveiled to recognize the 100 Extraordinary Women campaign.

5) **UNFINISHED BUSINESS: None**

6) **NEW BUSINESS**

a) Consideration, Discussion and Possible Action on Deferring or Omitting Installation of Skate Stop Vandalism Deterrents

- i) Kevin Johnson discussed the skate stop vandalism deterrents. A photo of where they are currently installed was circulated. The cost savings are not significant; this is more an aesthetic question. If they are omitted, the installation cost will be omitted. We still own the skate stops and they can be installed at a later date. Kevin Johnson suggested Kraemer Brothers could train Building Maintenance staff on installing them.
- ii) **MOTION: To omit the installation of skate stop vandalism deterrents.**
- iii) Vaidya (1); Bell (2); motion passed

b) Consideration, Discussion and Possible Action of Approval of Site Work Undercutting and Backfill at New Expansion Parking Lot

- i) Kevin Johnson discussed the site work undercutting and backfill at the new expansion parking lot. \$81,064 is the cost.
- ii) **MOTION: To approve site work undercutting and backfill at New Expansion Parking Lot for \$81,064.**
- iii) Bell (1); Vaidya (2); motion passed

c) Consideration, Discussion and Possible Action on Deferring Decision on Existing Parking Lot Island Rock Removal and Replacement with Mulch until Spring 2026

- i) Kevin Johnson has previously brought a recommendation to the Facilities Committee meeting regarding removing the rock in the existing parking lot and putting topsoil and brown bulk mulch on the islands. The price for this is \$19,223. Kevin suggests deferring this decision until next spring. A less expensive option could be leaving a layer of rocks that would not be visible.
- ii) **MOTION: To defer the decision on Existing Parking Lot Island Rock Removal until Spring 2026.**
- iii) Brazier (1); Pittelli (2); motion passed.

d) Consideration Discussion and Possible Action on Existing Parking Lot Remediation Scope and Phasing Modifications for Week of September 29th 2025 vs. Spring 2026

- i) After consulting with various City of Sun Prairie departments, it was determined that additional concrete work would be needed for the parking lot remediation, and one week would not be a reasonable amount of time to complete the work. Kevin Johnson and Hetzler have asked Kraemer Brothers to re-evaluate costs and come back with modified pricing.
 - ii) The recommendation is to complete work in the Spring of 2026 over a period of 3 weeks. The library would only need to be closed for a few days at the beginning and end of the project.
 - iii) **MOTION: To nullify the previous motion that approved the parking lot remediation and closure the week of September 29 and schedule the entire parking lot remediation in the Spring of 2026.**
 - iv) Bell (1); Pittelli (2); motion passed.
 - v) Discussion returned to item 4D at this point.
- e) Bills Presented for Payment (\$3,885.20)
- i) **MOTION: To approve payment of the bills.**
 - ii) Bell (1); Vaidya (2); motion passed
- 7) Referrals
- a) None
- 8) Announcements
- a) None
- 9) Adjournment
- a. **MOTION: To adjourn at 7:00 pm**
 - b. Bell (1); Vaidya (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Emily Lindsey, Library Board President



