

**SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE**  
**MEETING MINUTES**  
**Friday, August 23, 2024**  
**12pm**  
**Remote Meeting**

1. Call to Order, Roll Call
  - a. Steve Stocker called the meeting to order at 12:07 pm.
  - b. Present: Steve Stocker, Mark Chin, Rex Owens
  - c. Absent: April Brazier
  - d. Also present: Svetha Hetzler, Kevin Johnson (Owner’s Representative, FVM), Jan Holmes, Jon Landsverk (City of Sun Prairie)
  
2. Approval of minutes
  - a. **MOTION: To approve the July 26, 2024 minutes**
  - b. Chin (1); Owens (2); motion passed
  
3. Citizen Appearances/Public Comment
  - a. None
  
4. Unfinished Business- None
  
5. New Business
  - a. Consideration, Discussion and Possible Action on Current Facility Needs
    - i. Hetzler reported. There are currently no pending needs or maintenance tickets.
    - ii. Building maintenance addressed the inspection notice from SPU. Building maintenance met with the contractor to inspect the water distribution system in question. The sprinkler-irrigation assembly question wasn’t tested in so long because it had been abandoned and is no longer needed. The contractor will be sending Building Maintenance the full report, and updating the state registry. The Library and City are in compliance.
  
  - b. Consideration, Discussion and Possible Action on SPPL Remodel and Additional Construction Project
    - i. Johnson reported. The onsite construction meeting was yesterday. Construction is on schedule. Site work and foundation for the amphitheater is in progress. Steel delivery is expected today. The concrete masonry unit (CMU) is being installed. The geothermal well field drilling is expected to start later next week.
    - ii. Johnson shared the site work drawing of the sculpture installation. Johnson suggests recommending the installation of the sculpture and benches far enough west of the walking path and to extend the concrete hardscape around the sculpture for easier maintenance to the design team and landscape architects.

- iii. **MOTION: To approve bringing the recommendation of installing the sculpture and benches far enough west and to extend the concrete hardscape to include the sculpture and benches to the design and landscape architect team.**
- iv. Chin (1); Owens (2); motion passed.

6. Referrals

- a. None

7. Adjournment

- a. **MOTION: to adjourn the meeting at 12:32 p.m.**
- b. Chin (1); Owens (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Steve Stocker, Chair

A handwritten signature in cursive script that reads "Steve Stocker". The signature is written in black ink and is positioned above a horizontal line.