

SUN PRAIRIE PUBLIC LIBRARY BOARD
MEETING MINUTES
Thursday, August 31, 2023
6 PM
Library Community Room

1. Call to Order. Roll Call

- a. Rex Owens called the meeting to order at 6:00 p.m.
- b. Present: Rex Owens, Mary Bell, April Brazier, Mark Chin, Krystal Johnson, Emily Lindsey, Suhani Pandey, Sandy Pittelli, Steve Stocker, Rohit Vaidya
- c. Absent: None
- d. Also present: Svetha Hetzler, Sarah Michaelis, Kevin Johnson (Owner's Representative, FVM), Theresa Stevens, Christy Monk (FEH Design), Kim Bellman (FEH Design) Jan Holmes, Kate Hull, Lynn Montague, Steev Baker, Terry McIlroy, Caitlin Stene (City of Sun Prairie), Lara Bakker from Focus on Energy.

2. Volunteer Sign-In Sheet

- a. The sign-in sheet was distributed

3. Approval of minutes

- a. **MOTION: To approve the August 10, 2023 minutes**
- b. Pittelli (1); Lindsey (2); motion passed.

4. Citizen Appearances/Public Comment

- a. None

5. Business of Board President

- a. None

6. **UNFINISHED BUSINESS**

- a. Consideration, Discussion and Possible Action on Schematic Design (Christy Monk, FEH Design)
 - a. Monk discussed the changes that have been made to the Schematic Design.
 - b. The atrium and the building square footage was reduced to save 2,100 square feet. Tweaks were made to furniture layouts.
 - c. The updated site plan was discussed. The parking stall count has been slightly reduced, removing 26 parking spaces. The bio retention basin will be reduced as a result. The second parking lot entrance was taken out. As a result, the primary entrance will be widened. The sidewalks were pulled back and landscaping was reworked. A cost cap of \$200,000 was set on the band shell.
 - d. The updated Opinion of Probable Cost was discussed.
 - e. Kevin Johnson spoke about the changes. Nothing has been diminished from an employee or visibility standpoint, and it doesn't compromise any of the core values or goals.
 - f. Project total cost to present to council: \$22,416,034
 1. This includes the Community Room atrium access, excludes the smart locker system, and removes credits for the micro grid grant and focus on energy incentive
 - g. The cost if the building system is geothermal would be: \$23,516,034
 - h. Caitlin Stene, City of Sun Prairie Director of Administrative Services, discussed the financial impact with the Library Board.

1. The increased cost has no impact on future borrowing for other city projects and it doesn't negatively impact our debt metrics.
 - i. **MOTION: To approve the design of \$22,416,034 as the base price, and include an alternative with the geothermal option at \$23, 516,034.**
 - j. Bell (1); Chin (2); motion passed (Yes: 9 No: 0)
 - k. **MOTION: To authorize that FEH Design proceeds into the design development stage.**
 1. Lindsey (1); Pittelli (2); motion passed (Yes: 9 No: 0)

7. **NEW BUSINESS**

a. Consideration, Discussion and Possible Action on September Library Board and City Meeting Dates

- a. On September 21st the Library Board has been invited to present to the Sustainability Committee.
- b. On September 26th – Hetzler has been communicating with Alders McIlroy and Stocker and would like to schedule a special Committee of the Whole meeting to present on the design. Lindsey encouraged the entire Library Board to attend if they can.

8. Referrals

- a. None

9. Adjournment

- a. **MOTION: To adjourn at 7:05 pm**
- b. Stocker (1); Chin (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Rex Owens, Library Board President


