

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Thursday, February 11, 2021
4:30pm
REMOTE MEETING

1. Call to Order, Roll Call
 - a. Ginger Baier called the meeting to order at 4:32 pm.
 - b. Present: Ginger Baier, Heather Barkholtz, Theresa Stevens
 - c. Absent: None
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Rex Owens

2. Approval of minutes
 - a. **MOTION: To approve the December 3, 2020 minutes**
 - b. Stevens (1); Barkholtz (2); motion passed
 - c. **MOTION: To approve the December 15, 2020 minutes**
 - d. Stevens (1); Barkholtz (2); motion passed

3. Citizen Appearances/Public Comment
 - a. None

4. Unfinished Business
 - a. Consideration, Discussion and Possible Action on Expansion Project
 - i. Hetzler reported. FEH joined the committee for the December 15th meeting. They will be at the Library Board meeting to summarize their findings.
 - ii. Changes in the justification section of the CIP form were discussed and will be brought to the Library Board meeting.

5. New Business
 - a. Consideration, Discussion and Possible Action on Janitorial Services contract
 - i. This item will also be discussed at the Library Board meeting. The evaluation committee met on February 4th to review six proposals. Sundance Bioclean received the highest score. They are the current vendor. This is a two year contract with an option to extend annually for an additional three years.

6. Referrals
 - a. None

7. Announcements
 - a. None

8. Adjournment
 - a. **MOTION: to adjourn the meeting at 4:46pm.**
 - b. Stevens (1); Barkholtz (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Ginger Baier, Chair Theresa Stevens