

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Thursday, October 14, 2021
4:30pm
REMOTE MEETING

1. Call to Order, Roll Call
 - a. Theresa Stevens called the meeting to order at 4:35 pm.
 - b. Present: Theresa Stevens, Mark Chin
 - c. Absent: None
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Christy Monk, Adam Schleicher, Jeff Robbins

2. Approval of minutes
 - a. **MOTION: To approve the June 10, 2021 minutes**
 - b. Stevens (1); Chin (2); motion passed

3. Citizen Appearances/Public Comment
 - a. None

4. Unfinished Business
 - a. Consideration, Discussion and Possible Action on HVAC improvements
 - i. Adam Schleicher provided an update on the HVAC improvements. All 14 condenser units now have the polar ionization units on them and filters will be changed more frequently. Minor repairs were also made.

5. New Business
 - a. Consideration, Discussion and Possible Action on Conceptual Design
 - i. Christy Monk shared the Goals for Success for the Conceptual Design project. These goals will be used to help influence design decisions.
 - ii. The Collection Worksheet was discussed. Anders Dahlgren has updated the workbook based on updated census information. 61,581 square feet is now what Dahlgren has proposed.
 - iii. The Spark Design Session is Wednesday, October 27th from 9am-5pm Community Room with a Zoom option. There will be a formal presentation via Zoom from 5-7pm.

6. Referrals
 - a. None

7. Adjournment
 - a. **MOTION: to adjourn the meeting at 5:06 pm.**
 - b. Chin (1); Stevens (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Theresa Stevens, Chair

Theresa Stevens