

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Thursday, September 29, 2023
12pm
Remote Meeting

1. Call to Order, Roll Call
 - a. Steve Stocker called the meeting to order at 12pm
 - b. Present: Steve Stocker, April Brazier
 - c. Absent: Mark Chin
 - d. Also present: Svetha Hetzler, Sarah Michaelis, New Lor, Kevin Johnson (Owner's Representative, FVM)

2. Approval of minutes
 - a. **MOTION: To approve the August 4, 2023 minutes**
 - b. Brazier (1); Stocker (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: (New Lor, Facilities Supervisor)
 - i. Lor reported. He is working with Holmes on relocating the book lockers. They will be working with Hill Electric and a landscaping company on the project.
 - ii. Lor met with Johnson to assess the heated sidewalk and options for the future. The recommendation is to keep the existing system intact and not to disrupt it. It's highly likely it will be cost prohibitive to expand that system and add it to the atrium entrance.

 - b. Consideration, Discussion and Possible Action on SPPL Expansion & Renovation – Design Development
 - i. Johnson reported. The Next Chapter Team met yesterday to discuss finishes and provided insight on the designs.
 - ii. Johnson asked about maintenance concerns with any flooring materials. Lor asked about attic stock. 5% will be included for attic stock. It would need to be stored in a climate controlled environment. Johnson and Lor will need to plan where it will be stored, as storage is currently at a premium at city facilities and there is no climate controlled storage available. Johnson will work with FEH on storage of attic stock and share the plan with Lor.
 - iii. Johnson asked about the prairie burn. The burn is scheduled for next spring. Moving two younger trees was also discussed. If we want to

move the trees, Johnson would ask it be done as a Library Foundation or Friends stand-alone project. There is a 50/50 chance on whether the trees will survive or not.

- iv. Site Amenities – Johnson asked staff to do a site walk around and develop a manifest of anything that would need to be relocated before work will commence. Lor’s staff, Holmes or Hetzler can assist. Moving the sculpture was also discussed. Johnson suggested letting the landscape designers know about this so it’s included in the proposal.

c. Consideration, Discussion and Possible Action on Future Library Facilities Committee Meetings Dates & Times

- i. Johnson suggested the committee meet once a month.
- ii. The following meeting dates were scheduled: October 27th, November 17th, December 15th, January 26th and February 23rd. All meetings will be at 12pm via Zoom.

6. Referrals

- a. None

7. Announcements

- a. Party in the Prairie tomorrow!

8. Adjournment

- a. **MOTION: to adjourn the meeting at 12:53 p.m.**
- b. Brazier (1); Stocker (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Steve Stocker, Chair


