

SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE
MEETING MINUTES
Friday, January 26, 2024
12pm
Remote Meeting

1. Call to Order, Roll Call
 - a. Steve Stocker called the meeting to order at 12:00pm
 - b. Present: Steve Stocker, April Brazier
 - c. Absent: Mark Chin
 - d. Also present: Svetha Hetzler, Sarah Michaelis, New Lor, Jan Holmes, Kevin Johnson (Owner's Representative, FVM)

2. Approval of minutes
 - a. **MOTION: To approve the December 15, 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
 - i. Lor reported. Building Maintenance continues to monitor the sidewalk temperature and it is working well at 115 degrees. Brazier noted that the ramps were very clear and the sidewalk looked great.
 - ii. Hetzler received a letter from Ahern. They are doing a volunteer replacement program for sprinkler heads. If they find original sprinkler heads they will replace them at no cost.

 - b. Consideration, Discussion and Possible Action on Design and Construction Document Development
 - i. Johnson reported. We are currently in the construction document development phase of the project. We will go out to bid on March 22nd.
 - ii. Johnson reported on what has been discussed at the Next Chapter meetings since the last Facilities Committee meeting. This includes the Bookstore and Café layout, extensive discussions on technology, specifics of signage, a meeting with the City Attorney's office and the Finance department to go over the bidding requirements, detailed discussions on security and storage considerations for security footage, and the Microgrid and solar panel battery storage system.

- iii. Johnson and FEH will be presenting a project update to staff at the in-service on March 1st.
- iv. The results of the geothermal testing came back and the site is favorable for geothermal.

c. Consideration, Discussion and Possible Action on 2024 Library Facility Committee Meetings

- i. Meetings were set for the remainder of 2024.
- ii. Meeting dates: February 23rd (Brazier will be unavailable), March 22nd, April 26th, May 31st, June 28th, July 26th, August 23rd, September 27th, October 25th, November 22nd, December 20th. All meetings will be at noon via Zoom.

6. Referrals

- a. None

7. Adjournment

- a. **MOTION: to adjourn the meeting at 12:25p.m.**
- b. Brazier (1); Stocker (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 over a horizontal line.