

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

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

2. Approval of minutes
 - a. **MOTION: To approve the June 28, 2024 minutes**
 - b. Owens (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. Hetzler reported.
 1. Facilities staff have been working with the library on temperature regulation. There was a failure of an RTU unit.
 2. Landsverk and Hetzler met to talk about staffing initiatives. Two full time staffing initiatives have been submitted for review, for a FT Custodian and a FT Maintenance Technician, dedicated for the Library and Media Center.
 - ii. Holmes reported. Sprinkler replacements have been completed. There will be an extensive report coming out soon.

 - b. Consideration, Discussion and Possible Action on SPPL Remodel and Additional Construction Project
 - i. Johnson reported. No action is required today. The onsite construction meeting was yesterday. Construction is tracking where we expected them to be at this point with the footings and foundation. Steel framing will be going up in August. They have officially "decoupled" the porch. Only 4 work days have been lost due to the rain so far. On the interior side of the library – temporary partition has additional insulation to help reduce construction noise. No major disruptions are coming up. The biggest change coming up will be adjustment of the library hours. The library will open at 10 M-F and 12pm on Fridays.

- ii. Hetzler met with Rose Daily to discuss IRA prevailing wage requirements for the solar BESS. They went through the process with Kraemer Brothers and subcontractor Nickel.

6. Referrals

- a. None

7. Adjournment

- a. **MOTION: to adjourn the meeting at 12:15 p.m.**
- b. Owens (1); Stocker (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Steve Stocker, Chair

A handwritten signature in black ink that reads "Steve Stocker". The signature is written in a cursive style and is positioned above a horizontal line.