

**SUN PRAIRIE PUBLIC LIBRARY—FACILITIES COMMITTEE**  
**MEETING MINUTES**  
**Friday, May 31, 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,
  
2. Approval of minutes
  - a. **MOTION: To approve the April 26, 2024 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. The fence installation is complete. Window repair in the Renk Room was completed last week.
    - ii. Holmes reported.
      1. Sprinkler system repair – Ahern offered to inspect our sprinkler heads. Inspections will begin next week. They will try to minimize use of their lift during open hours. They will be checking each sprinkler head to see if it's detailed in a recall and flag them. Replacements will be made in a separate one time installation.
      2. Follow-up to CIVMIC walk through – we completed the two items that were flagged.
  
  - b. Consideration, Discussion and Possible Action on SPPL Remodel and Additional Construction Project
    - i. Council has approved the construction contract.
    - ii. Kraemer Brothers will be mobilizing equipment starting next week Tuesday. During the week of June 10<sup>th</sup>, they will be building the temporary construction road. They will be digging the foundation as early as the week of June 17<sup>th</sup>.
    - iii. On June 21<sup>st</sup>- they will start installing the partition between Youth Services and the additions.

iv. Logistics plans for the fencing were discussed. Enclosure of the atrium working area will affect Media Center operations and their entrance.

6. Referrals

a. None

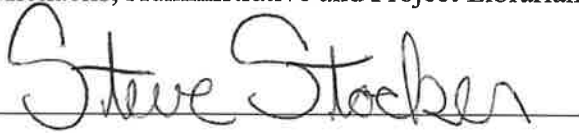
7. Adjournment

a. **MOTION: to adjourn the meeting at 12:20 p.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.