

Meeting Minutes

Renovation & Addition for Demmer Library

August 24, 2017

17221

Project

Date

Project Number

Three Lakes, WI

1:00 am

3:30 pm

Project Location

Start Time

Adjournment Time

DCC Design Meeting #1

Demmer Library

Jon Rynish

Type of Meeting

Meeting Location

Originator

Invitees: (public attendees not listed)

Demmer Library:

Erica Brewster – Library Director
Janet Dixon

Demmer Design & Construction Committee (DCC):

Vicki Reuling – Committee Chair
Thomas Asbeck
Catherine Marshall
Rosie Obukowicz
Mary Sowinski

Historical Society:

Katie Kirby – Curator
Kyle McMahon – Assistant Curator

Hoffman:

Jody Andres – Senior Project Architect
Jon Rynish – Project Architect

CC:

All Attendees

1. Site

- 1.1. Town asked to maintain existing french drain. Hoffman thinks that we could challenge this if another means of storm water control is determined or if the addition renders it unnecessary.

2. Program / Needs

- 2.1. Be conscious of noisy areas and provide getaway quiet spaces
- 2.2. Stacks downstairs would create some logistical difficulties with circulation control and staff assistance – not desired.
- 2.3. Consider hearing loop technology (meeting rooms at a minimum)
- 2.4. Rename “Mothers” room to “Parents” room
- 2.5. Maximize connection to outdoor spaces via windows – especially on the south elevation (sun!)
- 2.6. The addition (and existing) may require a sprinkler system. **(ACTION: Jon R.)**
- 2.7. Historical Society
 - Dedicated conservation room is not needed – office work space is adequate

- Conditioned storage is a top priority. Current plan is to utilize shared Long Term Storage room in the basement. Determine storage needs to confirm space requirements - **(ACTION: Katie K.)**
- Consider integrated artwork/decoration throughout the library.
- Reception & display areas do not need to be secured from the library when the library is open
- Ideally would have access to shared storage when library is closed.
- Office / workspaces could be downstairs if needed.
- Consider securing HS offices from library offices.

2.8. Prefer "limited-use" elevator options. Encourage use of stairs. Can existing elevator be re-used? **(ACTION: Jon R.)**

2.9. Meeting rooms need to be secured from the rest of library for after-hour meetings

2.10. Adjacency Diagram

- Locate 1 catalogue computer in children's area
- Move videos closer to main entrance
- Periodicals (+ Newspapers) should be located close to Northwoods.
- Direct book drop (outside) access to circulation desk is required. It is understood that this requirement limits circulation desk location options.

3. Building / Addition Concepts

- Committee generally preferred Option #3 (maximize first floor buildable area).
- Historical Society is open to being in the northwest corner as long as entrance is visible from street.
- Consider patio off northwest corner. Existing shed could be relocated.

4. Future Meetings: **Thursday, September 14th @ 1:30pm**

END OF MEETING MINUTES