

MEETING MINUTES

Demmer Library Renovation & Addition Project	December 18, 2017 Date	17221 Project Number
Three Lakes, WI Project Location	1:30 pm Start Time	4:30 pm Adjournment Time
DCC Design Meeting #8 Type of Meeting	Demmer Library Meeting Location	Jon Rynish Originator

Invitees:	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 Bill Hayes – representative
	Hoffman:	Jody Andres – Senior Project Architect Jon Rynish – Project Architect Amy Moore – Interior Designer
CC:	All Attendees	

1. Site Update (overview)
 - 1.1. French Drain updates – Revised around the existing foundations. French drain will be maintained to the south of the concrete trash enclosure pad. Drainage to the north will be picked up by a new yard drain and connected to the new storm line by the town building.
2. Exterior Finish Selection (Color)
 - 2.1. Presented final exterior materials that will be specified – see Exterior Materials.pdf
 - 2.2. Discuss porch timber structure options – natural brown treatment or stain is acceptable in lieu of wrapping with LP trim.
3. Interior Finish & Lighting Presentation
 - 3.1. An updated plan and schedule will be posted for confirmation of interior finish decisions. **(ACTION: Amy M.)**

- 3.2. Committee reviewed finish samples that were sent previous to meeting
- 3.3. Committee wants to keep accent colors to blues, greens, brick red and occasional gold accents (no orange, purple)
- 3.4. Committee does not like taupe paint (too monochromatic, boring), wants green field paint
- 3.5. Carpet
 - Main carpet tile
 - Mannington Commercial Montage, Parchment 83218 throughout library
 - Monolithic install
 - Corridor carpet tile – random insert down corridor
 - Mannington Commercial Teres, Parchment 83218
 - Monolithic install
 - Colored accent carpet tile – random insert throughout library, Large Conference 122, Multipurpose 104
 - Mohawk Group Colorbeat GT160, Aquatic 566
 - Walk-off carpet tile - vestibules
 - Patcraft Don't Run, I0117 – 00123 Beige
 - ¼ turn installation
- 3.6. LVP
 - Tandus Centiva – HP 3354-E, Heritage Plank EHP, Honey Oak 3354
 - Want in Passage, Maker, all toilets, Kitchenette (out to wing walls)
- 3.7. Rubber – stair treads and risers, landing
 - Johnsonite Solid Color Rubber Tile – Wetlands BMRTS-150, Bamboo texture
- 3.8. Tile floor
 - No porcelain tile – concerned about falls
- 3.9. Paint, Wall treatments
 - Main paint – Clark + Kensington 24B-3, Natural Fiber (to SW 298-C2, Koi Pond?)
 - Circulation Signage, lower side of soffit – SW 173-C6, Silken Peacock
 - Northwoods – West accent wall over coffee area counter – SW 213-C5, Artichoke
 - Northwoods – Decorative tile over coffee area counter – Daltile Slate Radiance linear mosaic, 5/8 SA55 Flint – approx. 6"-8" backsplash (6 tiles high)
 - Young Adult – South accent wall - SW 173-C7, Connor's Lakefront
 - Children's
 - West accent wall – Valspar VR055C (Ace Hardware), Crisp French Blue (to SW 280-C4, Blue Cruise?)
 - North wall - Acoustic wallcovering (pinnable) – TBD (DL Couch Silence, ASIL-12 Twilight?)
 - Local History – South accent wall – SW 114-C6, Bold Brick (to SW 0033, Rembrandt Ruby?)

- Maker –
 - West accent wall – Behr Sunburst PPU6-03 (to SW 132-C4, Olden Amber?)
 - North tac-wall – Koroseal Walltalkers tac-wall Pewter C250-62 (per Erica)
 - East – writable, projectable, magnetic wallcovering – Walltalkers Projectable Mag-rite M2PR wallcovering
 - Small Study 222 – East accent walls – SW 114-C6, Bold Brick (to SW 0033, Rembrandt Ruby?)
 - Small Study 223 – West accent walls – SW 114-C6, Bold Brick (to SW 0033, Rembrandt Ruby?)
 - All toilets
 - Main wall tile – TBD
 - Accent wall tile – Daltile Slate Radiance linear mosaic, 5/8 SA55 Flint, approx. 6” band
 - Medium Study – Accent north wall – SW 173-C6, Silken Peacock
 - Large Conference 122 – Accent west wall? – SW 156-C5, Dill
 - Accent color for furniture – SW 132-C4, Olden Amber
 - Historical Society – will repurpose existing board and batten, green siding
- 3.10. Wood trim – windows, doors, base, soffit faces
- Stain to match vinyl windows
 - Minwax Special Walnut? (maple?)
- 3.11. Lighting
- Norhtwoods coffee counter - Emi pendants from LBL Lighting (grey)
 - Corridor – linear fixtures in bronze
- 3.12. Casework
- Northwoods
 - PLAM cabinets (want lighter color) – Formica 8913-NG, Oak Fiberwood?
 - Solid Surface quartz top – Cambria Canongate
 - Multipurpose 104, Kitchenette 109
 - PLAM cabinets – Arborite P352-CA Sahara Eclipse
 - PLAM tops – Formica 7812-58, MDF Solidz matte finish
- 3.13. Provide list of interior signage for DCC review. **(ACTION: Jon R.)**
- 3.14. Circulation Desk signage to read “Information”
- 3.15. Determine desired Children’s area entrance feature – Book or Post + Beam
(ACTION: DCC)
4. FF&E Coordination
- 4.1. Erica is working with Deb to determine collection spaces. Collection space is extremely tight. Everyone should look for opportunities to increase collection space.
- 4.2. Send Erica/Deb new floor plan. **(UPDATE: plan sent)**

- 4.3. Determine if double columns can be reduced to one. **(UPDATE: columns reduced to one)**
5. IT Update
 - 5.1. Follow up with Erica's questions. **(ACTION: Jody A.)**
6. Electrical Power Plan items (overview only – establish sub-committee for meeting later in the week) – Erica, Deb, Jon, Harland
7. Final comments from DCC
 - 7.1. Can sump crock in Medium Study be moved to nearby mechanical room in existing building. **(UPDATE: sump crocked moved under stair)**
 - 7.2. How much attic stock of interior materials will be provided. **(ACTION: Hoffman-Kevin)**
 - 7.3. Ask for bidders to provide a list of local contractors / suppliers that will be used. **(ACTION: Hoffman-Kevin)**
 - 7.4. What type of lighting is provided at the stair landing. **(ACTION: Electrical)**
8. Resolved Action Items
 - 8.1. Identify any items that the Library will procuring on their own. – None.
 - 8.2. LVT in historical society reception area? – Yes, also extend into passage.
 - 8.3. Eliminate foundation stone (keep stone columns). Explore stained / stamped concrete options. – See images uploaded to Procore for examples. Stone piers will be provided and a stamped concrete will be specified for the foundations at the front and back porch areas.
 - 8.4. Confirm toilet accessories types with towel/tissue supplies – refer to AE-401 & Toilet Accessory Cutsheets – Comments provided by Janet.
 - 8.5. Reclamation plan – Hoffman to provide list of available items for reclamation – See list uploaded to Procore.
9. Open Action Items:
 - 9.1. Consider new larger windows in the Maker space pending budget situation. This will be an alternate bid. **(ACTION: Jon R.)**
 - 9.2. Explore native plant landscape grants. **(ACTION: Mary S.)**
 - 9.3. Avoidance of relocating existing electrical line to the existing Town Building is yet to be determined. The existing Town office will be the last portion to be demolished which means that some sort of temporary electrical service will need to be provided. **(ACTION: Electrical)**
 - 9.4. Determine scope of salvaging existing bench and utilizing wood from demolished trees for fixtures. Town will remove the trees. Confirm if they will remove stumps as well. **(ACTION: DCC)**
 - 9.5. Start to think about construction staging. **(ACTION: Hoffman-Kevin)**
 - 9.6. A specific fireplace model is requested (gas). ([Xtraordinaire 864TRV](#)) Provide design ideas/pictures/comments for interior design. Look at reusing existing mantel. DCC prefers sidewall vent out south façade over rooftop vent. Provide supplier to Hoffman so they can include in the specification. **(ACTION: Janet)**

- 9.7. Can wiring accommodate future pendants over YA booths? **(ACTION: Electrical)**
- 9.8. Sanitary Line Replacement: Look into timing of Huron Street replacement **(ACTION: Vicki R.)**
- 9.9. IT design – Work with Erica & Josh on developing IT scope for design/build proposals **(ACTION: Jody A.)**
- 9.10. Fire rated book drop options – refer to AE-101_book drop options **(ACTION: Erica / Janet)**

10. Future Meetings:

- 10.1. 1/10: Hoffman Redline Meeting (Hoffman only, Tom A is available to participate if needed)
- 10.2. 1/19: Construction Document Owner Review (DCC only)
 - Hoffman to post drawings to Procore on 1/18 and overnight 2 full-size and 2 half-size copies to the Library.
- 10.3. 1/23 @ 1:30pm: Construction Document Signoff