

## Minutes May 9, 2018

### Demmer Library Design and Construction Committee

Committee Attendance: Tom Asbeck, Erica Brewster, Janet Dixon, Catherine Marshall, Rosie Obukowicz, Mary Sowinski (arrived at 4:15 PM), Vicki Reuling

Absent:

Others: None

Vicki Reuling called the meeting to order at 4:00 p.m.

**Report on agenda posting:** Erica reported on the agenda posting in accordance with Wisconsin Open Meeting Law.

**Agenda approval:** Motion by Tom, seconded by Catherine to approve the agenda in any order. All ayes, motion carried.

**Review and approval of minutes from May 2, 2018 meeting:** Motion by Janet, seconded by Tom to approve the May 2, 2018 minutes with revisions as presented. All ayes, motion carried.

**Update on construction progress:** The interior demolition has mostly been completed and much of the framing of new rooms has been roughed in. The plumbing on the lower level has been cut in. The updated construction project schedule was shared. Intention is to start excavation 5/18, and remove gas/electric utilities 5/15, which will be the next large events. Brian Shubring, the owner's rep, has visited the site once and submitted a report with a few items that the architect has determined are relatively minor. In the future, the concerns noted by the owner's rep, will be uploaded as a punchlist on Procore and checked off as addressed.

Re: Procore - several of committee members still are not on the Greenfire Procore site. The committee reviewed the invite list and found errors with contact information/email addresses. Erica will send revised information to Mike Murphy and committee members are asked to watch their e-mails for an invitation to the Procore site. Tom and Vicki noted that materials have been uploaded in the past several days.

Request was made that for the next meeting the DCC tours the building to review progress.

**Update on furnishings:** Erica continues to have back-and-forth clarification with Deb on the specifications in the bid. She is also continuing to specify wood and metal shelving and working through availability of materials. For rehabbing of the shelving, Erica and Mike Kwaterski are still trying to connect on to see the shelves stored in the basement of the storefront library.

Vicki reported that Mike Kwaterski also expressed interest in salvaging and planing down the siding for reuse as reclaimed cedar siding. Mary will arrange to collect the siding as it comes available and store it until we can determine use(s) for it.

**Report from Signage working group:** The signage group met 5/9 and is recommending tree names for rooms in the lower level: large program room - Maple Room; conference room – Tamarack Room; medium study – Spruce Room. Members met with Jon Rynish about the appearance of the soffits. The consensus is to move away from the wood veneer and instead use a painted soffit. Are considering using wood-style

lettering and a narrow wood trim on the bottom edge of the soffit.

Regarding signage perpendicular to West School Street: Rosie has begun some exploration into the signage requirements from Oneida County, etc. Mary has talked to Bill Hayes and the historical society has also expressed interest in sharing some of that space on the sign to indicate location and possibly "open/closed." The point was raised that the sign would need to be lit and the question of electrical access on the outside of the building and underground to the sign. Will need to determine where the tentative location for the sign is in relation to the building, sidewalks, setbacks, rain gardens, and flagpole.

Still working on the name for the "parenting room."

Discussed other detail for signage throughout the building, including library board responsibility for room capacity notice, shelter/exit routes, etc. Will meet again 5/17 to inventory signage needed and begin identifying vendors to contact. Goal is to contact vendors in June.

**Recognition wall:** Vicki reported on the discussion with the foundation regarding planning for the donor wall. Are looking more at using the windows looking into the vestibule. Due to lack of wall space in the interior of the building. There will need to be space for approximately 350 donor names. Will pursue an idea with the FAB LAB.

**Groundbreaking ceremony recap:** The committee briefly reviewed the groundbreaking ceremony.

**Financial spreadsheet:** No changes since the last meeting.

**Payment of bills:** Motion by Mary, seconded by Catherine, to approve payment of the following: invoice #5740 in the amount of \$1,115 Mach IV for storm water redesign; invoice #17221-10 from Hoffman for design expenses in the amount of \$1,655 and reimbursables of \$0.90 for a total of \$1655.90; invoice #10658 in the amount of \$60,131.48 from Greenfire Management System; invoice #1 for reimbursing Vicki Reuling for groundbreaking expenses in the amount of \$143.95. All ayes, motion carried.

**Public Comments:** None.

**Next Meeting: Wednesday, June 13, 3:30 PM, at the Three Lakes town board room.** This meeting will include a tour of the construction site. There being no further business, Mary made a motion to adjourn, seconded by Rosie. All ayes, motion carried. The meeting adjourned at 5:15 p.m.

Respectfully submitted: Erica Brewster