

Minutes July 12, 2018

Demmer Library Design and Construction Committee

Committee Attendance: Tom Asbeck, Erica Brewster, Janet Dixon, Catherine Marshall, Mary Sowinski (arrived at 9:15 AM), Vicki Reuling

Absent: Rosie Obukowicz,

Others:

Vicki Reuling called the meeting to order at 9:05 a.m.

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

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

Review and approval of minutes from June 27, 2018 meeting: Motion by Janet, seconded by Catherine to approve the June 27, 2018 minutes as presented. All ayes, motion carried.

Construction update: Progressing, albeit slowly. The north side of the building has been excavated and is being prepped for waterproofing and the foundation in the front has started to be poured.

Update on building waterproofing: At the last meeting the DCC approved \$10,000 for installation of a frost wall and replacing the steps on the north wall, pending further review with the contractor. That review determined the cost should actually be \$5,000. But after excavation on the north side an existing frost wall for the steps was found, so removal/replacement of the steps is not necessary. The final cost for the excavation, waterproofing, and drain tile will be \$31,269.

Decision on walk-off flooring: Janet showed three different alternatives for walk-off carpet. A selection will be forwarded to Amy for the contractor to place the order.

Update on signage: Mary hasn't completed the consultation with Midwest Promotional Services. Dr. Yahr will be busy in the Fab Lab and wouldn't have time to meet until August. Based on the work that has been completed so far by the signage committee, the expectations/requirements for the type of signage, and the fact that the Fab Lab will be working on the recognition wall, the DCC is going to continue working with a vendor. The question was raised as to the ownership of the design of the design after production so that future signs could be created using other vendors/the Fab Lab.

Vicki shared the addition of the location of the proposed sign on the site plan drawings from Jon.

Update on furnishings: Erica continues to research information on bidding and procurement and will present some information to the library board on 7/17. Mary asked about reuse of metal shelving the library currently is using as temporary shelving. Erica will review the library's needs and discuss with Katie Kirby, museum curator, about museum needs in the same space. Vicki offered the idea that the town may be able to make use of some of the library's unused furniture if we are able to purchase new.

Recognition wall: Vicki has been doing some leg work on organizing the names into categories. Currently

looking at the wall with the water fountain outside the family restroom in the upstairs. Have done some rough estimates on the wall size and space.

Depending on the status of construction, Vicki suggested a pre-opening tour for people/donors who may be leaving before construction will be completed in January.

Children's room arch: No updates at this time.

Financial spreadsheet: No changes since the last meeting.

Payment of bills: Motion by Tom, seconded by Mary to approve Greenfire Management invoice #110693 up to the amount of \$211,831.29 + \$5,000 at the approval of the DCC3, final amount contingent on Hoffman review/approval of invoice; all ayes, motion carried.

Motion by Tom, seconded by Catherine, to approve payment of the following: invoice #17221-12 from Hoffman for design expenses in the amount of \$1,800 and reimbursables of \$29.20 for a total of \$1,829.20; payment of \$650 to Brian Shubring/Winchester Builders for owners; representative services. All ayes, motion carried.

Public Comments: None.

Next Meeting: Thursday, August 16, 9 AM, at the Three Lakes school board room. There being no further business, Mary made a motion to adjourn, seconded by Janet. All ayes, motion carried. The meeting adjourned at 9:48 p.m.

Respectfully submitted: Erica Brewster