

## Minutes October 10, 2018

### Demmer Library Design and Construction Committee

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

Absent:

Others:

Vicki Reuling called the meeting to order at 9:02 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 September 12, 2018 meeting:** Motion by Rosie, seconded by Catherine to approve the September 12, 2018 minutes as corrected. All ayes, motion carried.

**Construction update:** It would be nice to provide an update on more progress, but it is proceeding slowly. A lot of work has happened in the last month, but as of 10/9, the building is still not closed in. On 9/18 the contractor did present a draft of a schedule that pushed the completion date past the 11/30 date – at that time they put it out to 12/18, but until the building is closed there really is no way to know what a realistic end date might be.

Discussion followed about how the owner (DCC/Library Board/Town of Three Lakes) should respond to a request from the contractor to change the end date on the contract. Tom, Erica, and Vicki will be having a phone meeting with Hoffman to discuss options to proceed.

**Financial spreadsheet:** No updates to share; \$1.2 million of foundation/historical society funds have been deposited with the town, so the private contribution is complete.

**Update on signage:** Signage subgroup is meeting with Graphic House on 10/10 to update colors and cost estimate. They may make a trip down to the site to see if they can locate the front sign at the front of the building as the electrical subcontractor has been asking for location.

**Update on FF&E:** On Monday, 10/8, the Three Lakes Public Library Foundation reviewed a request presented by Erica for \$90,680 to the Foundation for select furnishings and equipment. The TLPLF is still waiting for some of the long-term pledges to be fulfilled, but has continued to receive beyond the initial construction budget. Based on availability of donor funds pledged to the project, the foundation approved the request. These will be the priority furnishings and once orders are placed and construction proceeds, further need for furniture requests will be reviewed.

Erica presented updated FF&E budget budgeted/estimated costs within the construction budget (\$177,500 + \$3,600 from the DOA TEACH grant for internet network infrastructure). Currently the estimated cost for items on this budget list is \$182,774.87, or \$1,674.87 more than the original budget.

Included in this budget would be new custom shelving for adult and young adult collections. Erica presented a proposal from Winchester Builders for two options: all new custom shelving for \$58,709; refurbished non-fiction shelving and all-new shelving in the remaining collections for \$43,467.

Motion by Tom, seconded by Janet, to accept the proposal from Winchester builders for all new custom shelving for \$58,709 to the Demmer Library board of trustees. All ayes, motion carried.

Reuse of reclaimed siding: Vicki received measurements for the historical society area room (139 sq ft) and the local history room (184 sq ft). Mary will work with Mike Kwaterski to determine the next steps.

**Landscaping:** Due to continued wet weather, the site preparations and grading are on hold. Seeding is part of the Greenfire contract. Mary has applied for the ATC grant and does have perennials from summer plantings at the chamber and post office that can be put in as soon as the site is prepared.

**Recognition wall:** Four individuals have created a subcommittee to work with the art teacher at the high school to design the wall in the FAB LAB. Vicki reported on the progress in developing the design and donor list development.

**Children's room arch:** Mary and Erica will coordinate with designers for a visit of the location to begin planning.

**Payment of bills:** Motion by Vicki, seconded by Tom approve Greenfire Management invoice #10739 up to the amount of \$151,510.31, subject to approval and amount authorized by Hoffman. All ayes, motion carries.

Motion by Mary, seconded by Tom to approve invoice #17221-15 from Hoffman for design expenses in the amount of \$1,800 and reimbursables of \$156.10 for a total of \$1,956.10; payment of \$650 to Brian Schubring/Winchester Builders for owner's representative services. All ayes, motion carried.

**Public Comments:** None.

**Next Meeting:** Wednesday, November 14, 9 AM, at the Three Lakes school board room. There being no further business, Janet made a motion to adjourn, seconded by Tom. All ayes, motion carried. The meeting adjourned at 10:28 a.m.

Respectfully submitted: Erica Brewster