



Building and Grounds Committee

Meeting Minutes for

November 8, 2023

1. Call to Order: In Chair Austin's absence, Kellogg called the meeting of the McMillan Library Building and Grounds Committee to order at 5:01p.m.

2. Open Meetings Declaration: Kellogg established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

3. Roll Call:

Committee Members:

Andrea Galván
Kim Heniadis

Karen Schill
~~Ryan Austin~~—excused

Scott Kellogg
Susan Feith

Other Board Members:

~~Evan O'Day~~
~~Elizabeth St. Myers~~

~~Craig Broeren~~
~~William Clendenning~~

Emily Kent

Administration: Katherine Elchert, Library Director; Claire Parrish, Assistant Director

Others in Attendance: Tom Diedrick, Finishing Touch Signs

4. Approval of Minutes: A motion was made by K. Heniadis, second by S. Kellogg, to approve the minutes of the October 11, 2023 Buildings and Grounds Committee meeting. Motion carried by unanimous vote.

5. Discussion of 2024 Facility Updates : *Tabled*

- Elevator Public Bid Process
- Grand Ave Entrance Public Bid Process

6. Donor Signage Update: Members of committee walked around the library space with Diedrick from Finishing Touch Signs to determine placement of donor signage.

- Donor signage wall: outer gray wall of the Makerspace
- Skylight donor: hanging from white trim around bottom of opening; or a pillar
- Study spaces: the walls next to the meeting/training room
- Makerspace: on teal trim about main doors
- Ideas Lounge: above white board
- Upper lobby: above bubbler (possibly wait until elevator project done)
- Theater seats: wall to the right of the doors

Diedrick will put together some designs to share with the Board based on discussion. He recommends continuing the brushed aluminum characters for space signage recognition. For the donor wall, he plans to use painted, routed acrylic for the donor plates, which will be mounted to an aluminum backer.

Elchert will print the donor spreadsheet for Feith to compare to her spreadsheet.

7. Closed Session: *Tabled*

The Board may vote to go into closed session under Section 19.85(1)(e), Wis. Stats., which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." In closed session, the Committee will discuss negotiations and strategy regarding an agreement for the solar panel array located on the McMillan Memorial Library roof. The Committee will return to open session and may take action regarding the aforementioned solar panel agreement.

8. Building Tour to Identity Future Projects: *Tabled*

9. Items for Next Agenda

- Tabled items

10. Adjournment: K. Heniadis moved to adjourn, S. Feith seconds. Motion carried unanimously.

S. Kellogg adjourned the meeting at 6:09 p.m.