

**Village of New Glarus  
Minutes of the Building Committee  
New Glarus Public Library  
Library Board of Trustees  
August 11, 2015**

The meeting was called to order at 5:00 p.m. in the New Glarus Village Hall Board Room. In attendance were Building Committee members: Wayne Duerst, Jody Hoesly, Becky Weiss, Library Director Lauren White, and Jim Gersich with Dimension IV Madison Design Group (left at 5:50 p.m.). Library Board Trustees Kevin Budsberg, Linda Hiland, Lexa Speth (arrived 6:28 p.m.) and Petra Streiff (arrived 6:30 p.m.) were also in attendance.

**ANNOUNCEMENT:** Please silence all cell phones for the duration of the meeting.

**DISCUSSION AND RECOMMENDATION: FURTHER DISCUSSION WITH ARCHITECTS FROM DIMENSION IV MADISON DESIGN GROUP ON NEW LIBRARY BUILDING PROJECT:**

**A. DRAFT SCHEDULE:** Nothing to discuss.

**B. UPDATE ON IN PROCESS SITE STUDIES:** Topo-Boundary survey is done. J. Gersich made sure we were aware that in the future any building expansion project will trigger again a storm water review process. Next we went on to talk about setbacks and how they are 25 feet if the zoning is Residential. So we moved on to discuss the difference between being zoned Commercial or Residential. Commercial zoning has more building height allowed, but Residential will be more reassuring to our neighbors.

K. Budsberg asked if water detention features have to meet setbacks; no replied J. Gesich and you will see that on the next landscape plan.

**C. CONCEPT FLOOR PLAN REVIEW:** J. Gersich started by running through some of the recent modifications, for example the Quiet Reading Area was flipped to the other corner at the north end of the building. W. Duerst asked what fire rating is required for storage areas; 1 hour replied J. Gersich. J. Hoesly asked how much glass was in the doors to the Study Room; J. Gersich pointed to the doors of the Board Room and said like those, it is better if the bottom is solid so people do not kick it or hit it with a briefcase, shelving carts, etc. Next we went on to talk about the following:

- Types of windows in various parts of the building
- Different types of wall cabinets or shelves in the Local History area
- Locations of computers and outlets
- Whether wall outlets or floor outlets are preferred.
- L. Hiland also expressed concerns that both the height and ceiling materials must result in the Multi-Purpose room having good acoustics.

We next spent some time talking about the roof, J. Gersich pointed out that it is currently designed to be a wood-framed, shingled roof. J. Hoesly asked do we need the “louvers” displayed in this drawing; J. Gersich said it is likely as it allows air flow for the air handling units. K. Budsberg next asked about the life span of shingles versus a metal roof; J. Gersich said shingles are generally 20-25 years. Although with recent product advances he is hearing 30-35 years for some shingles. Metal roofs are estimated at 40 year life spans.

**D. CONSTRUCTION MANAGEMENT PROCESS AND RFP (REQUEST FOR PROPOSAL):** Anticipate the RFP will be issued tomorrow (08/12), then the pre-proposal conference held on 08/26, with an addendum (if needed) issued on 08/27 by Dimension IV, proposals from interested CMAR firms are due 09/03, with interviews on 09/28. J. Gersich suggests that we narrow interview candidates down to preferably two, three max. We continued on and discussed and edited wording in the RFP. Looking at the RFP being advertised on wisconsinbids.com, plus J. Gersich will circulate to firms as well. Also discussed the RFP being advertised in the "Post Messenger Recorder" plus linked on both the Library and Village websites as well. Then the actual interviews will be conducted by the Owners Representatives, Building Committee and Dimension IV.

Moved to recommend the RFP (Request for Proposal), with the changes discussed tonight, to the Library Board by L. White, second by J. Hoesly. Motion Carried.

**SET NEXT MEETING DATE AND AGENDA ITEMS:** Next meeting date is anticipated to be Tuesday, August 25th. The agenda items will be finalized but are anticipated to include discussion of CMAR and selection of an Owner's Representative.

**APPROVAL OF MINUTES:**

- Minutes from June 15, 2015 Building Committee meeting were approved on a motion by L. White, second by W. Duerst. Motion Carried.
- Minutes from June 23, 2015 Building Committee meeting were approved on a motion by L. White, second by W. Duerst. Motion Carried.
- Minutes from July 14, 2015 Building Committee meeting were approved on a motion by W. Duerst, second by L. White. Motion Carried.
- Minutes from July 28, 2015 Building Committee meeting were approved on a motion by W. Duerst, second by L. White. Motion Carried.

**ADJOURNMENT:** Meeting adjourned on a motion by B. Weiss, second by W. Duerst. Motion carried at 6:35 p.m.

*Respectfully Submitted,  
Becky Weiss, Secretary*

*Minutes are not official till the next meeting.*