

**VILLAGE OF NEW GLARUS
LIBRARY BUILDING SUBCOMMITTEE
NEW GLARUS PUBLIC LIBRARY**

**New Glarus Village Hall Board Room
319 2nd St, New Glarus WI 53574
Thursday, June 13, 2019 at 6:30 PM**

Minutes (DRAFT)

1. Call to order: Linda Hiland called the meeting to order at 6:32 pm. Those present, in addition to Hiland, were Kevin Budsberg, Jody Hoesly, Tim Usher, Holly Lague, and Dimension IV Madison Architect Jim Gersich.
2. Participants and their roles:
 - a. Kevin Budsberg and Holly Lague agreed to serve as Building Committee Chair and Secretary, respectively. Tim Usher and Linda Hiland agreed to serve as co-Owner's Representatives, pending appointment by the Library Board.
 - b. Linda Hiland confirmed that Maas Brothers have been reaffirmed as the Library Board's choice for Construction Manager at Risk, and she has contacted them. Jim Gersich provided an overview of other partners and sub-consultants who will be involved in the project, including Edge Consulting Engineers (civil), Oneida Total Integrated Enterprises (structural), HEIN Engineering (mechanical, electrical, plumbing), and the Dimension IV Madison team (architecture, interiors, site planning).
3. Project Overview: Necessary steps discussed for a completed Concept & Budget Report targeted for August 1-15, followed in approximately three weeks by the Maas Brother's Guaranteed Maximum Price contract. Capital Campaign kickoff will follow once the funding requirements are known. Kevin Budsberg asked Jim Gersich for an estimated cost of producing the C&BR.
4. Building Site: Jim Gersich confirmed that the four previously completed geotechnical soil borings are adequate, and the previous Topographic-Boundary survey also stands, but a stormwater retention plan will depend on the building design and will be completed at a later date by Edge or another company if we choose to request proposals for it. Gersich also noted that a parking variance is likely to be required.
5. Collection Analysis: Linda Hiland and Holly Lague will meet with Jim Gersich and Tina Gordon on June 19 to finalize collection analysis. Erica Loeffelholz will attend based on her extensive knowledge as the collection development librarian.
6. Space Recommendation Draft: A decision about the size of programming space is required, along with a policy for public use of this space. This committee will consider and make a recommendation to the Library Board.
7. Key Milestones: Community events and projects were discussed, including Volksfest (Aug 4) and an accompanying celebration of the 175th anniversary of New Glarus, Wilhelm Tell Festival (Aug 30-Sept 1), Family Fest (Sept 8), Fire and Police Department construction projects, possible Village Hall refurbishment, Home of Our Own fundraising, potential for Swiss Church to begin fundraising for repairs. Group will continue to monitor and be mindful of community activities.
8. Next Steps:
 - a. Jim Gersich to provide meeting notes; Holly Lague to provide minutes.
 - b. Jim Gersich to provide an estimated cost for C&BR.
 - c. Library Board to appoint Owner's Representatives on June 19.
 - d. Holly Lague to schedule committee's next meeting the week of July 1 or 8.

- e. Library Board to develop a rollout plan with dates provided by Dimension IV.
 - f. Library staff and President Hiland to complete collection review with Dimension IV on June 19.
 - g. Library Board to adopt a program space usage policy based on recommendation from this committee.
 - h. Dimension IV to provide committee members access to documents via an FTP site.
9. Post Frame Construction: Linda Hiland asked the group to consider a community member's request to look into post frame construction as an option for the new library and investigate the cost difference. Jim Gersich provided background on this approach and group discussed its suitability to the project. The committee's recommendation to the Library Board is to follow the will of donors, feedback from community listening sessions, and advice of our chosen architect in choosing conventional wood construction.
10. Adjournment: Chair Budsberg adjourned the meeting at 7:49 pm.

Respectfully submitted, Holly Lague, Secretary