



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Approved MADISON PUBLIC LIBRARY BOARD

---

Thursday, July 8, 2010

4:30 PM

Madison Public Library  
201 W. Mifflin St., Rm. 201

---

### 1. CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:35 p.m.

**Present:** 5 -

Gregory Markle; Allen A. Arntsen; Tracy K. Kuczenski; David L. Wallner  
and Theodore C. Widder, III

**Absent:** 1 -

Maya Cole

**Excused:** 3 -

Barbara J. Karlen; Larry Palm and Ann L. Falconer

**Also Present:** Dahlgren, Hoffman, Roughen, Butler, Benno, Dimick, Sawyer,  
Brigham, Madden, Froistad, Navarre

### 2. APPROVAL OF MINUTES

A motion was made by Arntsen, seconded by Kuczenski, to Approve the  
Minutes of June 3, 2010. The motion passed by voice vote/other.

### 3. APPROVAL OF MINUTES

A motion was made by Arntsen, seconded by Kuczenski, to Approve the  
Minutes of June 29, 2010. The motion passed by voice vote/other.

### 4. CORRESPONDENCE

[19097](#)

DCLS Space Needs Request and Widder Response

The Dane County Library Service has requested that Madison Public Library  
consider renting them 6500 square feet plus enough garage space to house  
two vehicles in the new Central Library. Mr. Widder responded that their  
request will be considered, but the garaging of the two vehicles might be  
problematic in our space reconfiguration.

### 5. PUBLIC COMMENT

There were none.

**6. BOARD INFORMATION EXCHANGE**

The August Library Board meeting will be held on August 5.

**7. FACILITIES REPORT**

Anders Dahlgren, the consulting librarian/space planner working with the architects updated the Board on what is happening with the Central Library project. His role is to identify and detail the resource service and collection service parameters that we want to accommodate in the new Central Library and convey that information to the architects in such a way that they can design/define spaces that will support all that activity. Developing the program is his principal responsibility in this process. He and Tracy Lesneski have spent the last 2 1/2 days in meetings with library management, staff and city staff detailing what the suitable resource and collection inventory goals are and how the basic collection will need to change over the next 5, 10 or 20 years and to start talking about the kinds of shelving environments that we want to create to accommodate patron use.

The building codes were different when the current building was built. They allowed for 110 lbs./sq. ft. The current code says floors need to be engineered to 150 lbs./sq. ft. This means we don't have the option of compressing the collection and getting more items in per sq. ft. Mr. Dahlgren has defined a preliminary list of department/areas to create in the library. That list will become the outline of the program, the framework that he will hang all the services and collections on in order to make a list of how much space each area will need. The transportation piece--the loading dock and how things will move throughout the building from the point of delivery--will be discussed later this month. Mr. Dahlgren's work needs to be completed by the end of July. The building program needs to answer four questions to let an architect begin the design process: How big does the building need to be, how does it need to be organized, how will the space be divided, and which department needs to be next to which. The Library Board will have an opportunity for input at its own session with the architect in August.

**8. ACCEPTANCE OF DIRECTOR'S REPORT**

[19098](#)

July 2010 Director's Report

A motion was made by Arntsen, seconded by Markle, to Accept the Director's Report. The motion passed by voice vote/other.

9. APPROVAL OF RESOLUTION # 18921 (BELOW)

18921

Authorizing the Mayor and City Clerk to enter into an agreement with Sustainable Engineering Group, LLC to provide commissioning, enhanced commissioning, and LEED measurement and verification professional engineering services for the complete renovation, exterior improvements, and possible expansion of the Madison Central Public Library.

Jeanne Hoffman explained that Sustainable Engineering Group, if approved, will be hired under a sole source contract because commissioning, enhanced commissioning and LEED measurement and verification professional engineering services are a very specialized service that they are uniquely able to provide. It is advisable to have a third party provide these services. They will focus on energy modeling, energy programs that are available, and LEED parameters. Energy modeling allows us to look at various ways to save energy in the building and look at costs associated with those choices and make the most appropriate choice for the cost of construction but also for long-term operations of the building. Commissioning includes reviewing the design and making sure all systems are designed correctly and make sure they are functioning the way they were designed. A significant team including architects and engineers is being assembled for this project; a project of this size requires a lot of assistance.

It was noted that for future construction projects before hiring an architect, it should be determined if certification will be necessary so that we can avoid this situation.

A motion was made by Wallner, seconded by Markle, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by the following vote: Ayes - Markle, Kuczenski, Wallner, Widder; No - Arntsen

**Absent:** 1 -

Maya Cole

**Excused:** 3 -

Barbara J. Karlen; Larry Palm and Ann L. Falconer

**Ayes:** 4 -

Gregory Markle; Tracy K. Kuczenski; David L. Wallner and Theodore C. Widder, III

**Noes:** 1 -

Allen A. Arntsen

10. APPROVAL OF RESOLUTION 19037 (BELOW)

19037

Authorizing the Mayor and City Clerk to enter into an agreement with Mortenson Construction to provide owner representation and construction administration services for the complete renovation, exterior improvements, and possible expansion of the Madison Central Public Library.

Jeanne Hoffman explained that an RFQ was issued to get an owner's representative to provide owner representation and construction administration services for the new Central library. Eleven proposals were received and then ranked. Mortenson Construction was chosen based on their construction and budget experience. They will be responsible for the master schedule, construction budget and overall project budget, and construction administration. They will handle issues in the field, change orders, etc.

A motion was made by Arntsen, seconded by Kuczenski, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote/other.

## 11. ACCEPTANCE OF FINANCIAL REPORT

[19099](#)

Financial Statements for May 2010

A motion was made by Arntsen, seconded by Wallner, to Accept the May 2010 Financial Report. The motion passed by voice vote/other. The focus next month will be on the 2011 operating budget request.

## 12. HAWTHORNE PARKING LOT REDEVELOPMENT

Kevin Herritz from City Planning distributed a conceptual drawing for a change in the shopping center parking lot where the Hawthorne Branch Library is located. This change calls for reduced parking spaces to accommodate the building of a McDonald's with a drive through area. As a tenant, the library is an interested party, but does not get a vote on the issue. Before any change can be made both the Urban Design and the Plan Commission have to approve it. Conditional use permits would be needed to approve the drive through and for the reduction in parking space.

John Brigham, co-owner of the shopping center was approached by McDonald's who are unhappy with their current site and would like to relocate in the mall parking lot. A study was done some years ago that suggested that if this shopping center should expand buildings should be placed near the street to eliminate the sea of asphalt. The site in question provides overflow customer parking and staff parking for the library. If McDonald's was to be built here there would be a minimum of 20 parking spaces lost although staff thought it would be more like 50-55 spaces lost. There are rarely used parking spaces by Burger King that belong to the shopping center. There was concern about staff parking further away especially at closing time. In addition to the loss in parking spaces, the Library Board was in agreement that the library's sight lines and visibility would be obstructed. There is only one window out the front of the library. McDonald's would obstruct the view out the window as well as the view of the library from the street. They were also concerned about traffic issues for both pedestrians and cars--it's tough to get in and out of the shopping center now and with more traffic that will be compounded.

Mark Gartler to relay staff concerns to Mr. Herritz. A community meeting has been scheduled for July 16 at 6:30 p.m. by Ald. Palm. This item will be added to the September Board Agenda for discussion/update. It was noted that the library should add language to its siting criteria to require that sight lines do not change after construction is completed.

**13. APPROVAL OF 2011 SOUTH CENTRAL LIBRARY SYSTEM STATUTORY RESOURCES SERVICES AGREEMENT AND SUPPLEMENTAL SERVICES AGREEMENT**

[19100](#) SCLS 2011 Agreements

A motion was made by Wallner, seconded by Markle, to Approve the 2011 South Central Statutory Resource Services and Supplementary Services Agreements. The motion passed by voice vote/other.

**14. VIDEO SURVEILLANCE REVIEW AT CENTRAL LIBRARY**

[19101](#) Video Surveillance Report

Staff has come to rely on the cameras which became operational last November to fairly enforce the Library's Behavior Policy.

A motion was made by Markle, seconded by Arntsen, to Accept the surveillance report. The motion passed by voice vote/other.

**15. FRIENDS REPORT**

There was no report.

**16. FOUNDATION REPORT**

There was no report.

**17. SOUTH CENTRAL LIBRARY SYSTEM REPORT**

The Library Board will have to appoint a replacement for Maya Cole to the South Central Library Board.

**18. DANE COUNTY LIBRARY SERVICE REPORT**

There was no report.

**19. ADJOURNMENT**

A motion was made by Arntsen, seconded by Wallner, to Adjourn at 5:45 p.m.  
The motion passed by voice vote/other.