



CITY OF BEAVER DAM, WISCONSIN  
LIBRARY BOARD FACILITY COMMITTEE MEETING  
WEDNESDAY, March 16, 2022, AT 12 pm  
LOCATION: Beaver Dam Community Library  
311 N Spring St. | Beaver Dam, WI 53916

**MEETING MINUTES**

**Library Board Members Present:** Mary Vogl-Rauscher, Committee Chair; Samantha Stam; Rob Meyer

**Others Present In-Person and By Zoom:** David Vanden Avond & Nathan Hess of Excel Engineering, Inc.; Jeff Garretson of WDS; John Neumann, Facility Supervisor; Sarah Cournoyer, Library Administrator

1) **Call to Order** by Committee Chair Mary Vogl-Rauscher at 12:01pm.

2) **Approval of Minutes**

Motion to approve minutes of January 12, 2022, meeting by Stam, second by Meyer. All ayes, motion carried.

3) **Presentation regarding Construction Manager for Facility Project by WDS and Excel Engineering, LLC Representatives**

Garretson stated that WDS does not self-perform work, their value is to bring best costs from trades, willing to partner in publicity and marketing for project and fundraising. Vogl-Rauscher gave an overview of the project goals, endowment funds available as of last report, and stressed the Board's desire to work within their means.

Vanden Avond asked if a capital fundraising campaign is planned. Vogl-Rauscher stated that there is not a formal campaign planned at this time due to the timeline of the project, however the Library Board and Administrator will look at opportunities and grants.

Discussion followed. Neumann asked if the library roof replacement would be included in the project's bidding process as it is up for rebid due to no bidders in Summer 2020 and CIP funds were carried over for that purpose. Garretson said it could be. Neumann asked about the library building condition report which Vanden Avond stated he will provide. Vanden Avond said the windows are a concern and are at end of life. Vogl-Rauscher asked if window replacement was something the City would cover as it makes sense to fix at the same time as the other building needs. Neumann said it would have to go to Common Council.

4) **Next Steps**

Committee to recommend hiring WDS as construction manager at the March 18, 2022, Library Board meeting. Pending Library Board approval, Excel will provide WDS with the Facility Master Plan, meet

with WDS to prepare an itemized budget, and bring that document back to the Facility Committee for review prior to the April 15, 2022, Library Board meeting.

- 5) **No Items for Future Agendas**
- 6) **Next Regular Library Board Meeting Friday, March 18, 2022, at 8am**
- 7) **Adjourned at 12:36pm.**

Recorded by,

*Sarah Cournoyer*

Sarah Cournoyer

Library Administrator