



MEETING MINUTES

Time: 4:00 PM – 6:00 PM
Date: December 1st, 2021
Location: Via Zoom

MEETING MINUTES ARE RECORDED IN BLUE

Attendees:

Frank Pisano	Board President	BPL Building Committee
Jim Suhay	Board Member	BPL Building Committee
Rebekah Craft	Library Director	Baldwin Public Library
Jaclyn Miller	Assistant Director	Baldwin Public Library
Kristen Tait	Circulation Director	Baldwin Public Library
Steven Schneemann	Principal Architect	Merritt Cieslak Design
Ron Cieslak	Principal Architect	Merritt Cieslak Design
Dianne Schurg	Interior Designer	Merritt Cieslak Design
Leah Klynstra	Designer	Merritt Cieslak Design
Jason Rewold	President	Frank Rewold & Sons
Matthew DeSchutter	Estimator	Frank Rewold & Sons

AGENDA ITEMS

1. Intro FRS

- The meeting began with Steve giving an introduction to Jason and Matt from Frank Rewold and Sons and Leah Klynstra from Merritt Cieslak Design.
- FRS then provided an overview to where they were at in the estimating process and what they would be discussing based off of the details presented by MCD.

2. Review Latest Floor Plans and Plaza Plans

- The next portion of the meeting was a presentation and discussion of the latest adjustments to the floor plans and the proposed plaza plans:
 - Steve began by reviewing the changes made to the floor plan. He then transitioned into the plaza plan and how it is incorporated into the floor plan.
 - Jim asked if there was a particular reason for using grasses in the planter along the South sidewalk as opposed to shrubbery and Steve explained that the intent was to incorporate native grasses as native plants were requested in the RFP.
 - Jim asked if the hold shelf cubbies were self-serve or staff served and Steve

explained that they were self-serve, as requested by the circulation staff.

- Jim asked if the book drop was still going to be relocated to the south side along the new entrance and Frank added that he thought it was only if Merrill was going to be turned into a one-way street. Steve explained that because the book drop at the entrance was being relocated closer to the street- that the one along Bates Street would remain in the same location unless Merrill was changed into a one-way street in the future. Jim asked if there were plans to talk to the city about the one-way and Frank noted that it would still be a passenger side book drop. Rebekah said that she would talk to the Chief of Police to discuss this.

- Frank asked about the large print area and whether the space provided was enough to accommodate the collection size. Steve explained that MCD had reached out to Rebekah for the large print collection size and had accounted for the space by relocating other collections.

- Kristen asked whether the glass wall adjacent to the grand stair would be floor to ceiling and Steve said that it would and that it would help to create an acoustic barrier between the spaces and Kristen said that was good.

3. Review Exterior and Interior 3D Design Renderings

- Steve began by reviewing the updated renderings for the exterior.

- Steve noted that MCD was proposing to relocate the existing exterior “Baldwin Public Library” signage.

- There was a clarification about the renderings and whether the existing vestibule skylight would remain intact and Steve said that it would.

- Jim noted that the changes to the proposed new glass more closely resembles the existing adjacent glass and that he felt this was a positive revision.

- Frank asked whether the bike racks had been considered and Steve explained that MCD felt that the best place for this would be to the left of the new entrance which would require the retaining wall and grade to be reworked.

- Kristen asked whether MCD had any concern about matching the new limestone with the existing, and Steve said that while MCD had considered this, measures would be taken to make sure that the limestone would match as closely as possible.

- Ron asked a question of the library staff about whether they felt that the open wall at the east end of the collaboration/cafe area was an important feature to consider moving forward and noted that there was previous concern expressed about potential issues with critters. Steve added that in order to mitigate this an air curtain could be utilized. Jim said that he felt that it was an issue and Rebekah added that the request initially came from a resident and Rebekah suggested a glass wall with a door. Steve asked whether the library would want something that could remain open and Jim suggested a pivot or sliding door in a glass wall. Steve said that MCD would look at options to address these questions.

- Steve then moved on to presenting the interior renderings.

- Steve noted that all millwork shown was a work in progress and all comments and input from the meeting would help to refine the design.

- While reviewing the rendering titled ‘View towards Information Desk’ Jim asked whether the existing stair was being reused and Steve said that it was an entirely new staircase. Steve also noted that the materials for the circulation desk millwork were based off of the existing materials used in millwork throughout the library.

- While reviewing the rendering titled 'View from Adult Area', Jim asked whether the work from the previous phases has been considered and Steve noted that it was and that all recent flooring installed that MCD would like to keep intact.

- While reviewing the rendering titled 'View Towards Grand Hall', Jim asked whether the ceiling was higher and Steve noted that because of the proposed ceiling feature and small amount of ceiling height available that it may be more beneficial to maintain the height but refine the look and finish of the ceiling. Jim added that he liked the ceiling feature.

- While reviewing the rendering titled 'View from Grand Hall,' Jim expressed concern about the white board paint application proposed and suggested a conventional white board. Steve explained that this paint could be redone relatively easily and refreshed as needed. Kristen asked what paint finish would be used for the study rooms and Steve said something cleanable. Jim said that he was unsure about whether the white board wall was a good idea or not. Rebekah also noted that the grand Hall carpet was all new and that what was shown in the rendering is what was previously shown.

- The meeting then transitioned into a question/comment portion to discuss any overall concerns.

-Jim asked whether MCD was concerned about the skylight and the possibility of leaks/ falling and expenses. Steve said that while cost was definitely a factor, the specified system would be highly scrutinized.

- Kristen said that she liked the skylight because it provided so much daylight and also eliminated some columns. She added that several of the staff members loved the skylight.

- FRS commented that the skylight may be included with several options such as size because it would be very expensive.

- Kristen asked whether the glass wall between the existing stairwell to the lower level and the new stair would have the tinted glass or a clear glass. Steve said that the design intent was to maintain the existing tinted glass.

- Rebekah suggested that the hot picks be relocated to the back of the wall behind the circulation desk, and using the shown 'hot picks' kiosk as a display stand.

-Rebekah noted there was a donor wall adjacent to the existing elevator wall with plaques and Steve noted that if they needed to be relocated that MCD would find a new location for them.

-Rebekah asked whether the outdoor tables could have power in them and Steve said that they could as well as power outlets and USB ports in the furniture as well power along the new bench wall.

4. (FRS) Discussion of Cost Estimate

- The next portion of the meeting was led by FRS with a discussion of the cost estimate and with an explanation of how a schematic design level estimate is developed.
 - The first thing noted was that a schematic design level cost estimate requires the conversation of which items might need to flex, be replaced or removed.
 - Matt and Jason then explained that today's inflationary climate is taken into consideration in order to revise the list. Jason also noted that factors such as labor shortage and material distribution would play a role in cost increases. Additionally they noted that there was a year to date inflation of 25% and that the local and

global economy changes between now and when construction begins need to be considered early on so that they move forward with a clear indication of cost.

- Jim asked whether the cost estimate would be provided as a bottom line or line by line and Jason explained that it would be provided to share the varying options. Steve also noted that FRS was aware of the budget and would be honest with what the cost limitations would be based on what was shown in the plans and renderings. Jim added that he felt it was critically important that the library and board had an obligation to bring in the cost at the approved budget.

5. Next Building Committee meeting scheduled for December 15, 2021 4:00PM

*Note: These minutes represent the best efforts of **Merritt Cieslak Design** to record discussions and decisions at this meeting. Please report any errors or omissions to the author upon review.*