

Village of Egg Harbor
Library Community Center Committee Meeting Notes
March 29th, 2019 at 8:30 a.m.
Donald & Carol Kress Pavilion – Great Hall
7845 Church St., Egg Harbor, Wisconsin 54209

1. Call the meeting to order

Lensch started the meeting at 8:30 a.m. Those in attendance were Angela Lensch, Steve Hamming, Jess Reinke, Holly Cole, Ryan Heise, and Megan Vandermause. Absent were Jim Vander Heiden, Elizabeth Heller, and Kaaren Northrop. No action was taken at this meeting due to lack of a quorum.

2. Approve the agenda

No action taken due to lack of a quorum.

3. Approval of February 1st, 2019 and March 1st, 2019 meeting minutes

No action taken due to lack of a quorum.

4. Open Session

5. Financial Report

a. February financial reports

- The February revenues were over budget by \$825.
- So far for 2019, \$65,341 has been brought in in revenue and for 2020 the building is tracking really well.
- February expenses were \$3,000 less than what was predicted.
- Lensch asked about possibly of converting the boilers to electric instead of propane.
- Heise stated that when the building was designed there was conduit ran to the parking lot for car charging stations and conduit ran to the west lawn for a ground mounted solar area.
- Heise, Reinke, and Lensch will be interviewing a few companies to work on the solar project for the Kress.
- Heise stated that he thinks it would be a good idea to have whichever company is selected work on the concerns regarding screening and other esthetic concerns.
- Heise had been working with Tesla for a donation of electric car chargers, but Heise had lost contact with the representatives from Tesla.
- Heise has started working with another company for a possible donation for car charging stations.
- Tesla has reached back out to Heise to donate some charging stations.
- Heise stated that the Village has one donation for one of the generic car charging stations.
- Hamming asked what the cost is for the car charging stations and Reinke stated that the cost is about \$100 a month right now.

- There is a solar flower that is being offered for donation for the building and this could be used to offset the cost of the car charging stations.

6. Building Logistics

a. Inclement weather policy

- Reinke stated that the Village Administrator will make the call if the Village offices and building will be closed due to inclement weather.
- Because Village staff and Reinke have the ability to work from home, the building will be closed.
- Reinke stated that the library branch manager would be able to make the decision if the library should be open or not.
- Heise stated that the Public Works crew would still be coming in to clear snow and stated that the Village offices might be closed for different reasons than the library.
- Heise stated that he doesn't want the Village to receive any criticism for closing and affecting the library.
- Cole would be able to make the decision if she would like the library open or closed.
- Reinke stated that library hours and programs will be at the discretion of library staff.
- Lensch and Hamming thought this policy will be effective.
- Reinke stated that she thinks putting a deadline on closing would be a good idea so that people know early enough that the building will be closed.
- Reinke stated that the decision will be made by 7:00 a.m.
- Hamming asked if there has been a sign made for winter shoe removal and Reinke stated that she will make a sign and a boot tray will be purchased.

b. Boiler issues/Existing building issues meeting

- Reinke said that she and Heise had a call with Russ Drewry with HGA and from what he understands the boilers are not operating normally.
- The problem was identified before the warranty was up and HGA is going to have their engineer contact the boiler manufacturer.
- Reinke stated that Boldt thought that the problem was due to the building being put down to 50 degrees each night, but the temperature was put down to 58 degrees.
- Reinke was given the unoccupied temperature from the heating control guy who has expertise with temperature control.
- Heise stated that staff shouldn't really be included in these in depth conversations regarding the boilers. Boldt should be working with different contractors to fix the problem.
- Boldt will be receiving their final payment and all of the issues that are still going on are covered under warranty issues.

- Heise and Reinke will be having another meeting with HGA and Boldt to document the warranty issues.
- Heise trusts that these issues will get resolved based on the Village's relationship with Boldt.

c. Rug donation

- There was a community member interested in donating a rug for the building.
- Reinke stated that she doesn't think the rug is a good idea because it would be difficult for someone to move alone.
- The color scheme of the rug does not match the rest of the color scheme of the building.
- Reinke stated that she also has a concern regarding allergies because the building does allow dogs and the rug would hold dog dander.

7. Programming

a. Rental policy update

- Reinke stated that she did some research on what other places in the area rent their spaces out for and she took into account the fact that some places such as the YMCA do not rent out space.
- Gibraltar High School rents space and during the day the charge is \$12.50/hr. and after hours the charge is \$25.00/hr.
- There is a yoga studio up in Sister Bay that rents space for \$30.00/hr.
- Dancin' On the Door rents space for \$30.00/hr.
- Reinke stated that she put together a consecutive rate for paid programming classes.
- Reinke proposed the following rate for independent programming rentals.
 - **Any programs happening Monday-Thursday -1-3 classes:**
 - -Nonprofit, Village of Egg Harbor residents or businesses be charged: \$50/hour
 - -For profit, Non Village of Egg Harbor residents or businesses be charged:\$75/hour
 - **Any programs happening Monday-Thursday -4 or more:**
 - -Nonprofit, Village of Egg Harbor residents or businesses be charged: \$15/Hour
 - -For profit, Non Village of Egg Harbor residents or businesses be charged:\$35/hour
- Reinke will follow up with Oconomowoc on how they handle this type of policy.
- The committee will review the policy again next month.

b. Wellness Festival update

- The Wellness Festival will be held May 10th – 12th.
- Door County Medical Center made a donation for the Wellness Festival.
- Tickets will be going on sale next week and the schedule is almost done.

c. Every Day is Earth Day Festival update

- The Festival is taking place the April 26th – 28th.

- There are a number of vendors, talks, exhibits, and programs throughout the festival.
- Reinke stated that the Village received an email from someone willing to make a donation for the Village to pass out trees in honor of Arbor Day.
- There will be a few banners placed in Sturgeon Bay and the Compost Monster will be making some stops at some local schools and grocery stores.
- Reinke stated that the one logistic she still needs to work out is finding a screen for the speakers in the living room.
- Jeanne Kuhns will be doing a free concert on Saturday night.

d. Newsletter preview from March

- Reinke stated that 16 people are signed up for the e-newsletter so far.
- The calendar can be downloaded from the email.

8. Correspondence

a. NYE survey results

- Reinke stated that general response was positive, but there were a few constructive criticism pieces.
- There was some feedback on the music, prices, and snow on the parking lot.
- This event will be reviewed to determine if it should continue.

9. Next meeting time and date

The next meeting is April 19th, 2019 at 8:30 a.m.

10. Adjournment

No action taken due to a lack of a quorum.