

# Minutes of Facility Committee Meeting

## The Board of Education Waunakee Community School District

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A Facility Committee Meeting of the Board of Education of Waunakee Community School District was held Monday, February 3, 2025, beginning at 7:30 AM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

### **I. CALL TO ORDER**

Chairperson Ensign called the meeting to order at 7:30 am.

### **II. ROLL CALL**

Present: Ensign, Frey, Heinemann

Also Present; Dr. Brown, Summers, Cramer, Bauer, Franz

### **III. APPROVE AGENDA**

A motion was made by Frey, second by Heinemann, to approve the agenda as posted.

Motion carried 3-0.

### **IV. PUBLIC COMMENTS** – There were no public comments for this meeting.

### **V. NEW MIDDLE SCHOOL**

Summers presented and answered questions regarding the update on the schedule and finances for the Middle School project. The committee requested that a board walk through of the site be arranged for the spring.

### **VI. CONSIDERATION OF CAPITAL PROJECTS**

Summers presented and Bauer and Cramer answered questions regarding the update on capital projects. The committee asked that when these requests are brought forward in the future to identify repair situations compared to projects on the long-term capital maintenance plan. A motion was made by Heinemann, second by Frey, to recommend that the full board consider these capital project requests as presented. Motion carried 3-0.

#### **A. Baseball Field Concessions Stand Request**

Ensign introduced Baseball booster Kira Barmen who reviewed a request for an additional modification to the concession stand building. This request is to expand the window that was installed in 2024 and make additional modifications to the concession stand building at no cost to the district. The committee requested that a structural engineer review the building to confirm that this work would not impact the integrity of the building. The committee also requested insurance documentation for all volunteers on this project.

A motion was made by Frey, second by Heinemann, to recommend that the full board consider this request with the stipulations of a structural engineer reviewing the plans and all volunteers having insurance. Motion carried 3-0.

Ms. Barmen also asked about the responsibility of the maintenance of the garden/path on the south side of the baseball field. Cramer and Bauer will review this area and get back to Ms. Barmen regarding this.

**VII. DRAFT OF SUMMER 2025 CAPITAL MAINTENANCE PROJECTS**

Summers introduced this item and introduced Franz, Cramer, and Bauer to answer any questions regarding the draft of 2025 capital maintenance projects. The draft has been created by building based on meetings that have taken place with each building/department as well as safety meetings that took place with each building. This list is not in any priority order. Administration plans to bring forward an approval request in March. The committee requested an update or information on how the inclusive playground at Heritage has been utilized. This information may be brought later in the spring. The committee also asked if the technology plan could be updated and brought back at a later meeting.

**VIII. FUTURE MEETINGS** – Will be considered at the regular monthly board meeting.

**IX. ADJOURN**

A motion was made by Frey, second by Heinemann, to adjourn the meeting at 8:22am.  
Motion carried 3-0.