

**SOUTHWEST WISCONSIN LIBRARY SYSTEM**  
**1300 Industrial Drive, Suite 2, Fennimore, WI 53809 608-822-3393**

**Board of Trustees Meeting**  
**March 20, 2024 1:00 p.m.**  
**at SWLS offices in Fennimore and online**

**Minutes**

**Call to Order: 1:00 pm**

**Meeting Duly Posted**

**Attendees:**

**In Person:** Bob Boyle, Mike Brandt, Sandra Herges, Rick Sanson, Larry Nelson, Diane Craig, David Swanson, Vicky Suhr, Carol Ann Hood, and Karen Busch. SWLS Staff include Angela Noel, Rosa Moore, Shauna Koszegi, Mary Van Der Hart.

**Online:** Lori Newman, Linda Munson, Gerald Galle, and Martha Bauer. Jen Bernetzke from SWLS Staff also joined online.

**Recognition of Public Attendees:** None present

**Acceptance of Agenda:** Herges moves to accept agenda, second from Brandt. All in favor, motion passes.

**Approval of Minutes of the March 20, 2024 meeting:** Munson moves, Hood seconds. All in favor, motion passes.

**Transaction Lists/Check Registers:** Receipt in February 2024 transaction lists: Busch moves, Sanson seconds. All in favor, motion passes.

**Statements of Financial Control:** Receipt in February 2024 statements of financial control: Nelson makes a motion with the correction of expenses under code 7553 belonging under 7533, Brandt seconds. All in favor, motion passes.

**Balance Sheets:** Receipt in February balance sheets: Nelson moves to approve, Busch seconds. All in favor, motion passes.

**Citizen Participation, Communication and Announcements:** None

**Director and Staff Activities Reports:** Written staff activity reports were provided. Staff highlighted areas of importance verbally. Brandt makes a motion to approve reports, Suhr seconds. All in favor, motion passes.

**Reports and Updates**

1. Net Southwest and PLAC: Noel provided an overview of the February 23 Net Southwest/PLCA meeting and Bauer, who is the SWLS Board Liaison provided additional feedback on the meeting.
2. Legislative Update: No major legislative updates. A recap of Library Legislative Day was provided and handouts shared during those visits will be forwarded to SWLS Board members.

**Business:**

1. 2023 System Annual Report: Sanson makes a motion to approve the annual report, Brandt seconds. None oppose, motion carries.
2. SWLS Credit Card: Angela explained options for cards and made a recommendation. Nelson would like to see limits set to avoid misuse. A credit card policy will follow soon for approval. Credit cards will be limited to office staff only. Nelson makes a motion to approve SWLS credit card application, Hood seconds, none oppose, motion carries.
3. Date and Site of Next Meeting – 1:00 p.m. May 15, 2024, at SWLS and online.
4. Adjournment: Sanson moves to adjourn, Craig seconds, none oppose, motion carries. Meeting adjourned at 2:02 p.m.

Respectfully submitted,  
Mary Van Der Hart