

# SOUTHWEST WISCONSIN LIBRARY SYSTEM

1300 Industrial Drive, Ste. 2, Fennimore, WI 53809 608-822-3393

## FULL BOARD MEETING MINUTES

May 17, 2023

5:00 p.m.

1300 Industrial Drive, Ste. 2, Fennimore, Wis., and via remote connection options

The May 17, 2023, meeting of Southwest Wisconsin Library System was called to order by Board President Bob Boyle at 5:00 p.m. upon recognition of a quorum at SWLS headquarters in Fennimore and with phone and online connection available via Go To Meeting.

**Present:** **Crawford County:** Diane Craig, Linda Munson (online); **Grant County:** Stephen Kleisath, Sandra Herges, Carol Hood; **Iowa County:** Gerald Galle (online), Michael Brandt; **Lafayette County:** Bob Boyle, Lori Neumann (online); **Richland County:** Melvin "Bob" Frank (online); **Resource Library Representative:** Vicky Suhr; **Member Library Liaison:** Martha Bauer (online); **SWLS Director:** David Kranz.

**Excused Absent:** **Grant County:** Karen Busch, James Hibbard, Elias Cox. **Iowa County:** Larry Nelson.

**Vacancies:** One Richland County seat.

**Public present:** SWLS staff member Jennifer Bernetzke (online) except during closed session.

New board member Vicky Suhr, selected by Platteville Public Library as system resource library representative, was introduced and welcomed. Board members present in person introduced themselves.

**Meeting Duly Posted:** Kranz stated that the meeting agenda was shared with member county clerks and member public libraries and posted at SWLS Headquarters in accordance with open meetings guidelines.

**Moved by:** Stephen Kleisath and **2<sup>nd</sup> by:** Carol Hood to accept the agenda as posted. **Motion carried.**

**Moved by:** Linda Munson and **2<sup>nd</sup> by:** Lori Neumann to approve the minutes of the March 15, 2023, SWLS board meeting. **Motion carried.**

**Moved by:** Sandra Herges and **2<sup>nd</sup> by:** Diane Craig to receipt in the transaction lists for March 2023 and April 2023. **Motion carried.**

Statements of financial control for March 2023 and April 2023 were presented; Kranz noted that the April statement should be corrected to show the system's receipt in April of the 2<sup>nd</sup> installment of state aid for the year.

**Moved by:** Stephen Kleisath and **2<sup>nd</sup> by:** Lori Neumann to receipt in the balance sheets for March 2023 and April 2023 as presented. **Motion carried.**

**Citizen Participation, Communication and Announcements:** Kranz shared a March newspaper article from the Dubuque *Telegraph Herald* that reported on the Spanish-Language

Collections SWLS prepared for 15 interested member locations. He also shared a letter to the editor he had written to the Grant County *Herald Independent* newspaper after the Grant County Board of Supervisors approved a new five-year library service plan at their meeting in April. That newly approved Grant County library plan increases the county's reimbursement rate to home county libraries for library uses by rural residents by 1% each year, moving from the current 75% rate to 80% over the course of the plan.

**Director and Staff Activities Reports:** Written staff reports were provided for review and discussion. **Moved by:** Carol Hood and **2<sup>nd</sup> by:** Michael Brandt to accept the activity reports. **Motion carried.**

**Committee Reports:**

1. **Net Southwest and PLAC:** Draft minutes of the April 21, 2023, Net Southwest and PLAC meetings were provided for review and discussion.
2. **Legislative update:** Kranz shared information about two bills introduced in Wisconsin targeting school library staff and control over school materials acquisition. One seeks to make private, public, and tribal school library staff prosecutable if found distributing or displaying materials that may be considered obscene or harmful. The other seeks to disallow schools' use of the state School Common Fund for purchases of any materials that may be considered obscene or harmful. Progress of these bills will be watched. Kranz also discussed the status of the state budget process for the coming biennium and provided information about what the currently anticipated 2024 amount of state aid could look like for SWLS.

**Business:**

1. **Strategic planning update.** The first of two in-person retreats for library and public input was held May 15 in Gays Mills. It was lightly attended but still a productive session. The second retreat will be held at Platteville Public Library on June 7. SWLS Board members and all people interested in public library and system services in the region are welcome to attend.
2. **Federal grants update.** Kranz related that the member libraries voted at their April 21 PLAC meeting to use remaining LSTA Tech Tools and Resources grant money for a three-year subscription to electronic resource Creative Bug, for system purchase of two Cricut machines and related supplies for lending to libraries, and any remaining grant money being put toward device charging stations for interested member libraries. A portion of the grant had previously been expended for cataloging app improvements by partners at the former Lakeshores Library System, newly named the Prairie Lakes Library System. Kranz said a small portion of the grant may be used to provide a door people counter at a member library to improve library usage statistics gathering. The total amount of this LSTA Tech Tools and Resources is \$25,653, to be expended by June 30, 2023.
3. **Annual delivery agreement with CESA 3.** A proposed agreement for the 2023-2024 school year was provided. **Moved by:** Michael Brandt and **2<sup>nd</sup> by:** Stephen Kleisath to approve the proposed 2023-2024 delivery agreement with CESA 3. **Motion carried.**
4. **SWLS delivery to UW campuses in region.** Kranz noted that, with the reduction in on-campus operations at the UW-Platteville Richland Campus planned to go into effect

after the current academic year, the system's van delivery to that location is planned to come to an end June 29, 2023. That delivery activity was a portion of statewide delivery that SWLS executed for a fee.

5. **Reserve fund balances and descriptions.** A sheet listing the SWLS designated reserve funds, their general purposes, and anticipated 2023 activity was provided for informational purposes.

**Moved by:** Stephen Kleisath and **2<sup>nd</sup> by:** Michael Brandt to enter closed session as allowed per Wisconsin statute 19.85(1)c for consideration of employment, compensation or performance evaluation data of any public employee over which the governmental body exercises responsibility, to consider compensation and employment of two employees.

Vote was unanimous, **motion carried** to enter closed session.

Entered into closed session at 5:30 p.m.

**Moved by:** Stephen Kleisath and **2<sup>nd</sup> by:** Carol Hood to exit closed session.

Vote was unanimous, **motion carried** to exit closed session.

Exited closed session at 5:50 p.m.

6. **Possible motion(s) resulting from closed session:**

**Moved by:** Lori Neumann and **2<sup>nd</sup> by:** Michael Brandt to adjust the annual salary of the SWLS CE and Outreach Consultant to \$66,000 annually and adjust that individual's vacation allotment to three weeks annually. **Motion carried.**

**Moved by:** Stephen Kleisath and **2<sup>nd</sup> by:** Sandra Herges to approve reallocating the appropriate amount (\$4,972.84) from budgeted expense account # 7539 Network Managed Services to expense account #7106 Salaries, Wages and Benefits to cover wage and benefit costs associated with the current compensation adjustment for the CE and Outreach Consultant. **Motion carried.**

**Moved by:** Lori Neumann and **2<sup>nd</sup> by:** Michael Brandt to reaffirm the existing SWLS Telecommuting Policy and Procedures. **Motion carried.**

7. **SWLS Telecommuting Policy.** The existing policy had been provided ahead of the meeting for review. Due to action taken after closed session to reaffirm the existing policy, no further related discussion or actions were pursued.
8. **Date & site of next meeting:** July 19, 2023, at 5:00 p.m. at the SWLS offices in Fennimore and via remote connection options.
9. **Adjournment. Moved by:** Carol Hood and **2<sup>nd</sup> by:** Diane Craig to adjourn. **Motion carried.** Meeting adjourned at 5:57 p.m.

Respectfully submitted,  
David Kranz, SWLS Director