

SOUTHWEST WISCONSIN LIBRARY SYSTEM

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

FULL BOARD MEETING MINUTES

July 19, 2023

5:00 p.m.

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

The July 19, 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; **Grant County:** Stephen Kleisath, Karen Busch, Sandra Herges, Carol Hood; **Iowa County:** Larry Nelson, Michael Brandt; **Lafayette County:** Bob Boyle, Lori Neumann (online); **Resource Library Representative:** Vicky Suhr; **SWLS Director:** David Kranz.

Excused Absent: **Crawford County:** Linda Munson; **Grant County:** James Hibbard, **Iowa County:** Gerald Galle; **Richland County:** Melvin "Bob" Frank; **Member Library Liaison:** Martha Bauer.

Vacancies: One Grant County seat; one Richland County seat.

Public present: SWLS staff member Jennifer Bernetzke (online).

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 **2nd by:** Michael Brandt to accept the agenda as posted.
Motion carried.

Moved by: Lori Neumann and **2nd by:** Carol Hood to approve the minutes of the May 17, 2023, SWLS board meeting. **Motion carried.**

Moved by: Larry Nelson and **2nd by:** Sandra Herges to receipt in the transaction lists for May 2023 and June 2023. **Motion carried.**

Moved by: Michael Brandt and **2nd by:** Larry Nelson to receipt in the statements of financial control for May 2023 and June 2023 were presented. Nelson observed that as of the end of June, the midpoint of the budget year, 49.95% of the budget had been expended.
Motion carried.

Moved by: Larry Nelson and **2nd by:** Michael Brandt to receipt in the balance sheets for May 2023 and June 2023 as presented. **Motion carried.**

Citizen Participation, Communication and Announcements: Kranz shared news that the Schreiner Memorial Library in Lancaster has selected as its new library director Martha Bauer, who has been serving as the director at the Brewer Public Library in Richland Center for several years. He offered a congratulations to Lancaster, and noted that SWLS

will be available to consult with Richland Center's library board as they deal with the new vacancy there.

Director and Staff Activities Reports: Written staff reports were provided for review and discussion. Kranz offered thanks to SWLS staff for their work during his vacation in June. He also noted some delivery-related changes, including moving SWLS materials sorting activity to a newly renovated space near the loading dock in the CESA 3 building. He also mentioned some changes to SWLS' connection to statewide delivery that will involve connecting for statewide delivery at possibly two public library locations rather than at the system offices; a by-product of this may be the ability to offer 5-day-a-week SWLS van delivery to one of the library locations involved. **Moved by:** Vicky Suhr and **2nd by:** Karen Busch to accept the activity reports. **Motion carried.**

Committee Reports:

1. **Net Southwest and PLAC:** Draft minutes of the June 16, 2023, Net Southwest and PLAC meetings were provided for review and discussion.
2. **Legislative update:** A written update was provided. Kranz summarized that the state budget recently approved included an increase in aid for public library systems. He shared the amount SWLS expects to receive for its 2024 operations and the likely amount for 2025.

Business:

1. **Strategic planning update.** A verbal update was shared. Two in-person, consultant-facilitated input sessions were held, and libraries that had not participated in either of those or provided individual feedback to the consultant directly were emailed an online survey. The consultant shared an initial in-progress draft with SWLS staff earlier today, and staff were given about a week to respond to the consultant with any additional ideas, prioritization thoughts, concerns, etc., after which a rough draft would be prepared for final consideration. Kranz currently expects to be able to share that draft with the member libraries at their August meeting, and then with the SWLS board at its September meeting.
2. **Federal grants update.** A written update was provided. Kranz noted two LSTA grants that the system would be fiscal agent for in the July 1, 2023-June 30, 2024 period, as well as some grant activity related to cataloging and discovery tools that SWLS would not be agent for but which could allow for some review and improvement of cataloging records, benefiting SWLS patrons as well as allowing SWLS staff to participate in increasingly collaborative cataloging discussions on a statewide level.
3. **Upcoming CD maturity.** Discussion was held about laddering the existing CD amount into multiple CDs, possibly at more than one bank or financial institution. This will guide Kranz in what he brings to the board as a proposal at the Sept. 20 meeting.
4. **Proposed resource library agreements for 2024.** Agreements were shown and discussed. **Moved by:** Stephen Kleisath and **2nd by:** Carol Hood to approve the proposed resource library agreements for Platteville Public Library and Madison Public Library. **Motion carried.**

5. **Date & site of next meeting:** Sept. 20, 2023, at 5:00 p.m. at the SWLS offices in Fennimore and via remote connection options.

A SWLS Executive Committee meeting is expected to precede the Sept. 20 board meeting.

6. **Adjournment. Moved by:** Sandra Herges and **2nd by:** Vicky Suhr to adjourn. **Motion carried.** Meeting adjourned at 5:47 p.m.

Respectfully submitted,
David Kranz, SWLS Director