

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

**Board of Trustees Meeting**  
**July 17, 2024 1:00 p.m.**  
**at SWLS offices in Fennimore and online**

**Minutes**

**Call to Order:** 1:01pm

**Meeting Duly Posted**

**Attendees:**

**In Person:** Karen Busch, Stephen Kleisath, Vicky Suhr, Larry Nelson, Bob Boyle, Diane Craig, and Sandra Herges. SWLS Staff included Angela Noel, Rosa Moore, and Mary Van Der Hart.

**Online:** Linda Munson, Micheal Brandt, Lori Neumann, and Justin O'Brien. Jen Bernetzke from SWLS Staff also joined online

**Recognition of Public Attendees:** Jesse Lee-Jones, Platteville Public Library

**Acceptance of Agenda:** Kleisath moves to accept agenda, Suhr seconds. All in favor, motion carries.

**Approval of Minutes of the May 15, 2024 meeting:** Nelson moves to approve minutes, Herges seconds. All in favor, motion carries.

**Transaction Lists/Check Registers:** *Receipt in May and June 2024 transaction lists:* Nelson motions, Suhr seconds. All in favor, motion carries.

**Statements of Financial Control:** *Receipt in May and June 2024 statements of financial control.* Nelson motions, Suhr seconds. All in favor, motion carries.

**Balance Sheets:** *Receipt in May and June balance sheets:* Nelson motions, Busch seconds. All in favor, motion carries.

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

**Director and Staff Activities Reports**

Written reports were provided by SWLS staff with Noel providing a verbal updated on the LIFT initiative and reminder of Trustee Training Week. Busch moves to accept Director and Staff Activities Reports, Suhr seconds. All in favor, motion carries.

**Reports and Updates**

1. Net Southwest and PLAC: fees did increase more than normal for the member libraries due to our cataloger position now being full-time. Libraries were in support of the value this position brings and had no concerns. Libraries also voted to accept a fee to contribute to our Overdrive Advantage account, which will provide better access to in-demand titles for SWLS library patrons.

2. **Legislative Update:** Starting to work on a 2025/2026 state budget. DPI is asking on systems behalf for an increase in aid. Also considering asking for additional funding specifically for statewide delivery costs.

## **Business**

1. **Approve changes to NetSW Member Agreement:** Kleisath motions, Busch seconds. All in favor, motion carries.
2. **Approve posting of Cataloger I position with updated description and wage range:** Executive committee presented the position description with one change from their meeting, under the education section, 1-2 years library experience changed to office experience. Wage range is pulled from recent statewide study, \$21-\$25/hour. Posting hopefully by the end of the week. Kleisath moves to approve posting as recommended from Executive Committee, Suhr seconds. All in favor, motion carries.
3. **2023 System Financial Audit Update:** Tyler from Collins is coming tomorrow (July 18) to being work on the 2023 Audit. Still planning to look into other options as issues around communication and completion of work continue with Collins.
4. **SWLS Credit Card:** Reached out to Clare Bank and received an application to fill out. Would have one card for each of the office staff. Director Noel will also work on developing a policy for staff use. Busch moves to approve application for Clare Bank, Herges seconds. All in favor, motion carries.
5. **Date of next meeting** – 1:00 p.m. Sept 18, 2024, at System headquarter and online
6. **Adjournment:** Suhr moves, Nelson seconds. All in favor, motion carries.

**Meeting adjourned:** 1:42pm

Respectfully submitted,

Mary Van Der Hart