



Board of Trustees Meeting Minutes  
October 16, 2024 — 1:00 p.m.  
at SWLS offices in Fennimore and online

**Attendance**

**In-person:** Bob Boyle, Michael Brandt Karen Busch, Diane Craig, Sandra Herges, Carol Ann Hood, Stephen Kleisath, Larry Nelson, Vicky Suhr, David Swanson, SWLS director Angela Noel, Shauna Koszegi and Mary Van Der Hart

**Online:** Linda Munson, Dr. Lori Neumann, Justin O'Brien, Library Liaison, Martha Bauer and SWLS ILS and ILL Consultant, Jennifer Bernetzke.

**Call to Order:** 1:02 p.m.

**Meeting Duly Posted**

**Recognition of Public Attendees:** None

**Acceptance of Agenda:** Motion made by Suhr, second by Brandt. All in favor, motion passes.

**Approval of Minutes of the September 18, 2024 meeting:** Suhr makes a motion with corrections, date change needed, missed an N on Lori's last name, Herges seconds. All in favor, motion passes.

**Transaction Lists/Check Registers: Receipt in September 2024 list:** Motion made by Kleisath, second by Hood. All in favor, motion passes

**Statement of Financial Control: Receipt in September 2024 statement:** Motion made by Nelson, second by Brandt. All in favor, motion passes.

**Balance Sheets: Receipt in September 2024 balance sheets:** Motion made by Nelson, second by Busch. All in favor, motion passes.

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

**Director and Staff Activities Reports:**

- Angela; September has flown past, highlight from September was joining Dr. Williams in visiting libraries.

- Jen: 340 requests for help due to a disastrous update. Slowly working through fixing it. Does not seem to be visible to patrons, affects the staff more.
- Shauna: Lots of planning around CE items.

Motion made by Kleisath, second by Suhr. All in favor, motion passes.

#### **Business:**

1. **2025 SWLS Budget:** Three changes over all; updating health ins stipend to \$10,944, Winnefox will be \$9,000 for next year, larger change came from Tech committee as they felt we should keep Gale Course for another year. In the future libraries may need to contribute to that cost. Executive Committee passed the budget with changes, there is some wiggle room for health insurance in case a family plan was needed (system pays about 75% of cost). Motion made by Kleisath, second by Nelson. All in favor, motion passes.
2. **2025 Wisconsin Public Library System Plan:** Some items from 2024 have been moved on to the 2025 plan due to the system director turnover. This is a general snapshot of what we offer to member libraries. Motion made by Herges, second by Busch. All in favor, motion passes.
3. **2025-2026 Accounting Services Agreement with Winnefox Library System:** One change, we are going from a 1 year to a 2 year agreement as we do not anticipate moving away from them. Costs will be \$9,000 for 2025 and \$10,000 for 2026. Some grammatical changes needed as well as correcting the legal business name. We saved at least \$40,000 per year using them. Motion made by Nelson, second by O'Brien. All in favor, motion passes.
4. **Delivery Van Purchase:** Executive Committee has discussed and is passing on the recommendation to purchase a used van. New vans are currently taking 2+ years to deliver, and Les Mack reports submitting multiple orders that have not been filled. Any used vans must be model year 2022 or 2023, have less than 15,000 miles, and be certified accident free. Being certified used would be preferred. Motion made by Suhr that SWLS director Angela Noel be given authorization to purchase 2 used vans for delivery, costing up to \$45,000 each, second by Craig. All in favor, motion carries.
5. **Date of next meeting:** 1:00 p.m. November 20, 2024 at System Headquarters:
6. **Adjournment:** Motion made by Suhr, second by Swanson. All in favor, adjourn at 1:35 p.m.