



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

**MINUTES
Board of Trustees Meeting Agenda
March 19, 2025 – 1:00 p.m.**

ATTENDEES:

Online: Diane Craig, Linda Munson, Lori Neumann, Justin O'Brien, Shauna Koszegi (SWLS), and Jen Bernetzke (SWLS)

In-person: Bob Boyle, Michael Brandt, Sandra Herges, Carol Ann Hood, Larry Nelson, Vicky Suhr, David Swanson, Martha Bauer (Library Liaison), Angela Noel (SWLS), Ed Gervain (SWLS) and Mary Van Der Hart (SWLS)

Call to Order: The meeting was called to order by Boyle at 1:04 p.m. with a quorum of the board present.

Meeting Duly Posted: Noel confirmed that the meeting had been duly posted.

Recognition of Public Attendees: None

Acceptance of Agenda: Motion made by Herges, second by Suhr. All in favor, motion carries.

Approval of Minutes of the January 15, 2025 meeting: Motion made by Suhr, second by Brandt. All in favor, motion carries.

Transaction Lists/Check Registers: Receipt in January and February 2025 lists: Motion by Nelson, second by Brandt. All in favor, motion carries.

Statement of Financial Control: Receipt in January and February 2025 Statements: Motion by Nelson, second by Herges. All in favor, motion carries.

Balance Sheets: Receipt in January and February 2025 Balance Sheets: Motion by Nelson, second by Hood. All in favor, motion carries.

Citizen Participation, Communication and Announcements: Angela sent thank you notes on behalf of SWLS to our representatives after Library Legislative Day.

Director and Staff Activity Reports: Motion by Brandt, second by Swanson to accept staff activity reports as written. All in favor, motion passes.

Legislative Updates: The 2025-27 biennial budget will most likely take longer to create than previous ones have. There is more equal control between the parties so hopeful for a good outcome. We are anticipating the announcement of hearing by the Joint Finance Committee soon and will share information on any that may take place in our area.

President Trump signed an executive order effectively closing the Institute for Museum and Library Services, meaning our future LSTA funds may be affected. We usually get about \$40,000 and use these funds to support professional development and technology at our member libraries. Right now, we plan to apply remaining funds to completing our network infrastructure project, which was meant to be a three-year project starting in 2024. If this funding is pulled, member libraries will have to cover these costs in the future. We are working on a statewide plan to figure out how we want to address the IMLS issue.

Business:

1. **2024 Public Library System Annual Report:** A few changes have been made to the draft sent to the Board last week. Budgets on page 4 and page 8 had different numbers, has been corrected. We are missing the appropriation from Richland County, and Angela has an email out to their clerk. Report is due March 31, 2025. Herges makes a motion to approve the report, second by Suhr. All in favor, motion carries.
2. **Appointment for Trustee Officers for 2025**
 - a. President: Bob Boyle willing to serve another year, enjoys this committee very much.
 - b. Vice President: Michael Brandt willing to serve another year
 - c. Treasurer: Larry Nelson willing to serve another yearMotion made by Suhr, second by Hood. All in favor, motion carries.
3. **SWLS Organizational Chart and Topical Directory:** This information was requested by member libraries are part of our strategic planning listening sessions. The topical directory is intended to help member library staff and trustees know who to contact when they have questions. It will also provide opportunities to identify cross-training needs for SWLS office staff. Both documents will be reviewed annually for accuracy. Motion to approve made by Brandt, second by Herges. All in favor motion carries.
4. **SWLS Website Redesign Quotes:** SWLS staff developed and sent out a request for quotes to all library systems and several vendors in the SWLS service area. We received quotes from three potential vendors. After reviewing and ranking each proposal, Angela is making a recommendation to go with Fluid Minds out of Dubuque, Iowa. Their team asked more in-depth questions and seemed more invested, maintenance fees per year seem more reasonable, and the seemed to understand what we are looking for. Jen Bernetzke added that quotes came in lower than we had anticipated. Fluid Minds is willing to work on incorporating what we like and have going. The SWLS Executive committee has reviewed and recommends the Fluid Minds proposal. Swanson makes a motion to accept the recommendation of the Executive Committee, Hood seconds. All in favor motion carries.
5. **Moving SWLS Pay Periods from Bi-Monthly to Every Two Weeks:** This comes as a request from several staff and Winnefox. In talking to Winnefox staff, we both agree that moving to every other week would be more consistent and pay day would be less effected by holidays. Paid period would end on Saturday and everyone would submit timesheets by Monday at 9:00 a.m. The Executive Committee has reviewed this plan and recommends approval. Suhr makes a motion to accept the plan as presented, second by Brandt. All in favor motions carries
6. **Date and Location of next meeting:** Wednesday, May 21, 2025 in Fennimore
7. **Enter into closed session per Wisconsin statute 19.85(1)(c):** consideration of employment, compensation or performance evaluation data of any public employee over which the governmental body exercises responsibility, to perform system director evaluation and review an employee request for accommodation. Motion by Hood to enter closed session, second by Herges. All in favor, motion passes. The SWLS Board entered closed session at 1:43 p.m.

Exit closed session: Motion by Hood, second by Herges to return to open session. All in favor, motion passes. The SWLS Board returned to open session at 2:17 p.m.
8. **Any action resulting from closed session:** Motion in regards to Director, it is the board's view that Angela has exceeded expectations, and we would like to grant a \$3,000 raise this year. She has earned it and her wage is low in comparison with others in her position. Herges makes a motion, Suhr seconds. All in favor. motion carries.
9. **Adjournment:** Motion made by Suhr, second by Swanson. All in favor, motion passes. Meeting adjourned at 2:20 p.m.

Minutes respectfully submitted by Mary Van Der Hart.