

# **SOUTHWEST WISCONSIN LIBRARY SYSTEM**

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## **FULL BOARD MEETING MINUTES**

**January 17, 2018**

The January 17, 2018 meeting of Southwest Wisconsin Library System was called to order by Board President Bob Boyle at 5:00PM at the SWLS Headquarters.

**Present:** **Crawford County:** Diane Craig; **Iowa County:** Stephen Holmgren, Joan Faull (by phone); **Grant County:** Karen Busch, Greg Fry, Carol Ann Hood, Deb Goold; **Lafayette County:** Bob Boyle, Dr. Lori Neumann (by phone); **Member Library Liaison:** Nancy Ashmore (arrived at 5:15pm)

**Absent:** **Crawford County:** Mary Kuhn; **Grant County:** Steve Kleisath; 1 vacancy; **Iowa County:** Kim Ross; **Richland County:** Rachel Schultz; 1 vacancy; **Resource Library Representative:** Eileen Nickels

**Also present:** **SWLS Staff:** Roxane Bartelt, Jennifer Bernetzke, Peggy Freymiller, Kim Streif and Betty Sautter

**Meeting Duly Posted:** The meeting agenda was sent to the 5 counties, 28 member libraries, and official newspapers and posted at SWLS Headquarters.

**Moved by:** Stephen Holmgren and **2<sup>nd</sup> by:** Karen Busch to accept the agenda. **Motion carried.**

**Moved by:** Karen Busch and **2<sup>nd</sup> by:** Greg Fry to accept the minutes of the November 8, 2017 Full Board of Trustees Meeting. **Motion carried.**

**Moved by:** Greg Fry and **2<sup>nd</sup> by:** Diane Craig to receipt in the check registers for November and December 2017 as presented and to be filed for audit. **Motion carried.**

**Moved by:** Diane Craig and **2<sup>nd</sup> by:** Carol Hood to accept the budget comparisons for November and December 2017 as presented and to be filed for audit. **Motion carried.**

**Moved by:** Greg Fry and **2<sup>nd</sup> by:** Karen Busch to receipt in the investment account balances for November and December 2017 to be filed for audit. **Motion carried.**

**Citizen Participation, Communication and Announcements:** Library Legislative Day info

### **Director's Report/Staff Activities Report:**

Roxane reviewed the list of director's activities and distinguished between tasks being completed by Jen or Roxane. **Moved by:** Stephen Holmgren and **2<sup>nd</sup> by:** Greg Fry to accept the Director and Staff Activities Report as presented. **Motion carried.**

### **Committee Reports**

**Net Southwest Directors Council:** Reviewed. No questions

**PLAC Meeting:** Reviewed. No questions.

**PLSR Update:** Reviewed. PLSR focus groups were attended by SWLS directors.

**Legislative Update:** Roxane updated the board on the proposed legislation concerning the Public Library Data and Technology Training Bill.

### **Old Business:**

1. IT Services Update: Jen provided update.

### **New Business:**

1. Discussion was held concerning board committees. Roxane and Jen will review Trustee bylaws and present recommendations at the next board meeting.
2. **Moved by:** Lori Neumann and **2<sup>nd</sup> by:** Joan Faull to approve 2018 Official Newspapers, posting sites, meeting dates and locations. **Motion carried.**
3. **Moved by:** Greg Fry and **2<sup>nd</sup> by:** Diane Craig to approve special board of trustees meeting date. February 7, 2018 at 5:00pm at SWLS headquarters to discuss/approve 2017 annual system report. **Motion carried.**
4. **Moved by:** Joan Faull and **2<sup>nd</sup> by:** Lori Neumann to approve the SWLS Strategic Plan 2018-2020. **Motion Carried.** Roxane reviewed plan and commented that the plan will be included on PLAC (library director) meeting agendas throughout the year.
5. The board did not adjourn to closed session. Boyle gave a search committee update.
6. **Date and site of next full board meeting: February 7, 2018 at 5:00pm at SWLS Headquarters**
7. **Motion by:** Stephen Holmgren and **2nd by:** Diane Craig to stand adjourned at 5:45pm.  
**Motion Carried.**

**Respectfully submitted,**  
**Roxane Bartelt, SWLS Interim Director**