

SOUTHWEST WISCONSIN LIBRARY SYSTEM

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

FULL BOARD MEETING MINUTES

Aug. 27, 2019

5:00 p.m. 1300 Industrial Drive, Ste. 2, Fennimore, Wis.

The Aug. 27, 2019, meeting of Southwest Wisconsin Library System was called to order by Board President Bob Boyle at 5:02 p.m. at SWLS headquarters in Fennimore.

Present: **Crawford County:** Diane Craig; **Grant County:** Deb Goold, Carol Hood, Dale Hood; **Iowa County:** Stephen Holmgren, Mark Storti; **Lafayette County:** Bob Boyle, Lori Neumann (by phone); **Member Library Liaison:** Nancy Ashmore.

Excused Absent: **Grant County:** James Hibbard.

Unexcused Absent: **Grant County:** Karen Busch, Stephen Kleisath; **Richland County:** Rachel Schultz, Ed Pulvermacher.

Vacancies: One Crawford County seat vacant, one Iowa County seat vacant, resource library representative seat vacant.

Also present: SWLS Director David Kranz.

Public present: Platteville Public Library Director Jessie Lee-Jones, SWLS staff Kim Streif and Betty Sautter.

Meeting Duly Posted: The meeting agenda was posted at SWLS Headquarters and sent to the five county clerks and 28 member libraries for posting.

Moved by: Stephen Holmgren and **2nd by:** Mark Storti to accept the agenda as posted. **Motion carried.**

Moved by: Mark Storti and **2nd by:** Dale Hood to accept the minutes of the July 17, 2019, full Board of Trustees Meeting. **Motion carried.**

Moved by: Dale Hood and **2nd by:** Deb Goold to receipt in the transaction list/check register for July 2019 as presented and to be filed for audit. **Motion carried.**

Moved by: Mark Storti and **2nd by:** Deb Goold to accept the Statement of Financial Control for July 2019 as presented and to be filed for audit. **Motion carried.**

Moved by: Stephen Holmgren and **2nd by:** Carol Hood to receipt in the Balance Sheet for July 2019 as presented and to be filed for audit. **Motion carried.**

Citizen Participation, Communication and Announcements: Mark Storti shared that the Iowa County Library Committee has begun meeting and has started making plans to promote the Iowa County libraries using county funding provided for that purpose. The libraries are working to prepare for their role related to the 2020 U.S. Census. David Kranz mentioned that Lone Rock continues its search for a new library director, the position vacant since early June and temporary summer staff going back to work elsewhere as the school year begins.

Director and Staff Activities Report: Moved by: Mark Storti and **2nd by:** Diane Craig to accept the director and staff activities report. **Motion carried.**

Committee Reports:

None scheduled.

Old Business:

1. **Tech support update.** Kranz reported that the transition has begun to the new tech support providers, beginning with the new team in the SWLS area for a week in mid-August consulting at libraries and transitioning the system network. Kranz shared that significant amounts of new on-site network-access equipment are being installed by the team as they consult with libraries, this equipment funded primarily by LSTA grant money. Reports from the sites the new team has visited are consistently positive. The team's initial consultations with SWLS libraries will continue through September.
2. **Retirement incentive update.** Kranz shared that three SWLS staff had submitted signed paperwork indicating participation in the 2019 retirement incentive package. **Moved by:** Stephen Holmgren and **2nd by:** Dale Hood to accept the three retirement agreements and express thanks to the staff members for their many years of dedicated service to SWLS. **Motion carried.**
3. **New position descriptions.** New position descriptions in line with the May 2019 recommendations of the SWLS System Services Committee were presented for review. Kranz provided a summary of the positions and some of the expectations of the new roles. **Moved by:** Stephen Holmgren and **2nd by:** Diane Craig to approve the new position descriptions. **Motion carried.**

New Business:

1. **Resource Library contracts for 2020.** Annual contracts were presented to the board. Kranz noted two changes in the contract proposed by Madison Public Library. **Moved by:** Mark Storti and **2nd by:** Carol Hood to approve the 2020 Inter-System Resource Library Contract. **Motion carried.** Kranz explained proposed changes to the contract with Platteville Public Library, chiefly that the library take on work with the system's rotating collections and that the annual resource library fee be adjusted to recognize this added work to be performed. Library Director Jessie Lee-Jones shared that the Platteville library board had reacted positively to the proposal. **Moved by:** Mark Storti and **2nd by:** Deb Goold to approve the 2020 Intra-System Resource Library Contract. **Motion carried.**
2. **Health Insurance participation resolution.** Kranz shared a resolution sought by the Wisconsin Public Employers' Group Health Insurance Program from program participants that indicates intent to participate in the program in 2020. **Moved by:** Stephen Holmgren and **2nd by:** Deb Goold to approve the resolution. **Motion carried.**

3. **Receipt of 2018 financial audit.** The financial audit report on the system's 2018 financial activity was provided for review and discussion. **Moved by:** Mark Storti and **2nd by:** Diane Craig to accept the audit report. **Motion carried.**
4. **Date and site of next planned full board meeting:** Sept. 18, 2019, at 5:00 p.m. at SWLS Headquarters in Fennimore. An Executive Committee meeting was scheduled for 4:30 p.m. on the same date at the same location.
5. **Motion by:** Dale Hood and **2nd by:** Carol Hood to stand adjourned at 5:41 p.m. **Motion carried.**

Respectfully submitted,
David Kranz, SWLS Director