

SOUTHWEST WISCONSIN LIBRARY SYSTEM

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

FULL BOARD MEETING MINUTES

March 16, 2022

1:30 p.m. 1300 Industrial Drive, Ste. 2, Fennimore, Wis.

The March 16, 2022, meeting of Southwest Wisconsin Library System was called to order by Board President Bob Boyle at 1:42 p.m., upon recognition of a quorum and resolution of a technology issue for online attendees, at SWLS headquarters in Fennimore with online connection available via Go To Meeting.

Present: **Crawford County:** Diane Craig (online), Linda Munson (online); **Grant County:** Stephen Kleisath (online), James Hibbard, Karen Busch, Dale Hood, Carol Hood, Deb Goold; **Iowa County:** Larry Nelson, Susan Storti; **Lafayette County:** Bob Boyle, Lori Neumann (online); **Richland County:** Steve Carrow; **Member Library Liaison:** Martha Bauer (online); **SWLS Director:** David Kranz.

Excused Absent: **Iowa County:** Stephen Holmgren. **Resource Library Representative:** Nikki Klein.

Unexcused Absent: None.

Vacancies: One Richland County seat.

Public present: None.

Meeting Duly Posted: Kranz stated that the meeting agenda was posted at SWLS Headquarters and the SWLS website more than 24 hours prior to the meeting.

Moved by: Susan Storti and **2nd by:** Carol Hood to accept the agenda as posted. **Motion carried.**

Moved by: Larry Nelson and **2nd by:** Susan Storti to approve the minutes of the Jan. 19, 2022, SWLS board meeting. **Motion carried.**

Moved by: Susan Storti and **2nd by:** Karen Busch to receipt in the transaction lists for January 2022 and February 2022. **Motion carried.**

Moved by: Larry Nelson and **2nd by:** Karen Busch to receipt in the statement of financial control for January and February 2022 as presented. **Motion carried.**

Moved by: Dale Hood and **2nd by:** Larry Nelson to receipt in the balance sheets for January 2022 and February 2022 as presented. **Motion carried.**

Citizen Participation, Communication and Announcements: Kranz noted a thank-you card received from Laura Sauser, who was newly hired in mid-2021 as executive director of the Wisconsin Library Association, thanking SWLS for its contribution toward the fall

2021 WLA conference. SWLS and several other library systems contributed toward an advertisement in the conference program.

Dale Hood announced that this would be his last SWLS board meeting because he is not running to retain his seat on the Grant County board of supervisors this spring. Those present thanked Dale for his years of service on the SWLS board and congratulated him on his roughly 30 years of service on the Grant County board.

Director and Staff Activities Reports: Written staff reports were provided for review and discussion; no written director's report was provided in the board packet. There was no objection to a double-report being provided for the next meeting. No action was taken.

Committee Reports:

1. **Net Southwest and PLAC:** Draft minutes of the Feb. 25, 2022, Net Southwest and PLAC meetings were provided for review and discussion.
2. **Legislative update:** Kranz mentioned that he attended the Wisconsin Library Association's 2022 Library Legislative Day on Feb. 8 at the state Capitol. Two photos from the day were included in the board packet, along with a scan of a commendation received from Gov. Tony Evers. Also in the board packet were a SWLS visual annual report and a year in pictures featuring photos and information about SWLS member libraries. Kranz noted that both sheets were assembled by Jennifer Bernetzke of the SWLS staff. These were handed to state legislators and their staff during visits on Feb. 8. Kranz reminded people that next year will be a state budget year and greater participation will likely be encouraged for the February 2023 legislative day event.

Business:

1. **ARPA competitive grants.** Kranz reported that delays at the Dept. of Public Instruction with setting up library systems to use WISEgrants software have delayed final approval of the American Rescue Plan Act (ARPA) grant application. DPI administers these library-related federal grants for the state and says the software will be working any day now. Once the software works, DPI plans a two-week window for submitting the finalized applications, after which the grant approvals should be swift, and then SWLS can begin placing orders for self-checkout equipment and other items for the member libraries. This grant activity period currently ends June 30, 2022, leaving just a few months to execute the activity once grant approval is secured.
2. **Other ARPA and LSTA grants.** Four other federal grant subawards were approved for SWLS, two of them under ARPA and two under the Library Services and Technology Act (LSTA). A report showing the respective awards, expenditures to date, and claimed reimbursements to date was provided. The grant activity period for these grants matches the competitive ARPA grant, and SWLS has begun making expenditures related to these smaller grants. Kranz said a report from our partner accounting team at Winnefox Library System will be included at future meetings to track the reimbursement activity for board awareness and for annual system audit purposes.

3. **SWLS delivery to UW campuses in region.** Kranz reported that this activity has been incorporated into the routines at SWLS. Payment for SWLS' part in the statewide delivery service is expected in coming months.
4. **2021 system annual report document.** The 2021 annual report was provided for review and discussion. **Moved by:** Karen Busch and **2nd by:** Carol Hood to approve the 2021 library system annual report. **Motion carried.**
5. **Fund balances and descriptions.** This agenda item will be carried forward to the next meeting. No action was taken.
6. **Date and site of next planned full board meeting:** May 18, 2022, at 5:00 p.m. at SWLS Headquarters in Fennimore and online.
7. **Adjournment. Moved by:** Dale Hood and **2nd by:** Susan Storti to adjourn. **Motion carried.** Meeting adjourned at 2:06 p.m.

**Respectfully submitted,
David Kranz, SWLS Director**