

SOUTHWEST WISCONSIN LIBRARY SYSTEM

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

FULL BOARD MEETING MINUTES

July 20, 2022

5:00 p.m.

**Southwest Room, Ulsvik Hall, UW-Platteville campus
and online**

The July 20, 2022, meeting of Southwest Wisconsin Library System was called to order by Board President Bob Boyle at 5:00 p.m. upon recognition of a quorum in the Southwest Room in Ulsvik Hall on the UW-Platteville campus and with online connection available via Go To Meeting.

Present: **Crawford County:** Diane Craig, Linda Munson (online); **Grant County:** Elias Cox (online), Deb Goold (online), James Hibbard, Carol Hood; **Iowa County:** Gerald Galle (online), Stephen Holmgren, Larry Nelson; **Lafayette County:** Bob Boyle, Lori Neumann (online); **Richland County:** Bob Frank (online); **Resource Library Representative:** Karen Utley; **SWLS Director:** David Kranz.

Excused Absent: **Grant County:** Karen Busch.

Absent: **Grant County:** Stephen Kleisath; **Member Library Liaison:** Martha Bauer.

Vacancies: One Richland County seat.

Public present: None.

Meeting Duly Posted: Kranz stated that the meeting agenda was shared with member county clerks, member public libraries and posted at SWLS Headquarters and on the SWLS website more than 48 hours prior to the meeting.

Welcome new members: Resource Library representative Karen Utley, Richland County representative Melvin "Bob" Frank, and Iowa County representative Gerald Galle were welcomed.

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

Moved by: Larry Nelson and **2nd by:** James Hibbard to approve the minutes of the May 18, 2022, SWLS board meeting. **Motion carried.**

Moved by: Larry Nelson and **2nd by:** Carol Hood to receipt in the transaction lists for May 2022 and June 2022. **Motion carried.**

Moved by: Karen Utley and **2nd by:** Larry Nelson to receipt in the statements of financial control for May 2022 and June 2022 as presented. **Motion carried.**

Moved by: Larry Nelson and **2nd by:** Diane Craig to receipt in the balance sheets for May 2022 and June 2022 as presented. **Motion carried.**

Citizen Participation, Communication and Announcements: An April 25, 2022, letter from the Dept. of Public Instruction was shared, noting the approved disbursement of the second installment of state aid for 2022 to SWLS.

Director and Staff Activities Reports: Written staff reports were provided for review and discussion. **Moved by:** Stephen Holmgren and **2nd by:** Karen Utley to accept the activity reports. **Motion carried.**

Committee Reports:

1. **Net Southwest and PLAC:** Draft minutes of the June 24, 2022, Net Southwest and PLAC meetings were provided for review and discussion.
2. **Legislative update:** None.

Business:

1. **Federal grants update.** Information about the various activities funded with LSTA 2021 grants was shared; these grants ran from July 1, 2021, through June 30, 2022.
A “grants side sheet” produced by the Winnefox accounting team for SWLS was included to document activity related to federal grants.
2. **Policy update: SWLS Professional Development Policy.** Kranz said he had yet to hear back from the attorney on the questions the board had asked; he anticipated being able to bring the proposed policy to the next meeting.
3. **Hiring update.** Kranz reported that the SWLS Administrative Assistant part-time position had been advertised in the region and online. He said interviewing of candidates was underway, with hiring likely to take place in August.
4. **Fiscal Agent for Library Research LSTA Grant.** SWLS has the opportunity to serve as fiscal agent for three statewide research projects that would be funded with LSTA 2022 grant money. Brief descriptions of the three planned studies were provided, a statewide library worker compensation study, a statewide library workforce data landscape study, and a statewide library board participation study. The combined LSTA grant allotment for these studies is \$55,000. SWLS would contract with consultants who would perform the work, SWLS would pay the consultants, and then SWLS would seek reimbursement from the grant. Kranz sought approval from the board to serve as fiscal agent for these projects. **Moved by:** Larry Nelson and **2nd by:** Carol Hood to approve SWLS acting as fiscal agent for the three proposed LSTA Library Research Studies. **Motion carried.**
5. **Date and site of next planned full board meeting:** Sept. 21, 2022, at 5:00 p.m. at the SWLS offices in Fennimore and online.
6. **Adjournment. Moved by:** Diane Craig and **2nd by:** James Hibbard to adjourn. **Motion carried.** Meeting adjourned at 5:35 p.m.

After the board meeting, a tour of the Southwest Room and its archival storage area was provided by SWLS board member and UW-Platteville Archivist/Campus Records Officer James Hibbard.

Respectfully submitted,
David Kranz, SWLS Director