

**SOUTHWEST WISCONSIN LIBRARY SYSTEM
FULL BOARD MEETING
March 14, 2012 @ 6:00 pm**

The March 14, 2012 meeting of Southwest Wisconsin Library System was called to order by President Wayne Wilson at 6:02 p.m.

Present: Crawford County: Tom Cornford, Marjory Sheckler; **Grant County:** Deb Goold, Ralph Noble, Karen Busch, Steve Kleisath; **Iowa County:** Pat Bomhack, Dan Nankee; **Lafayette County:** Wayne Wilson; **Richland County:** Marilyn Marshall

Absent: Grant County: Margaret Ruf; **Iowa County:** Joan Faull; **Lafayette County:** Lori Neumann; **Richland County:** Larry Loomis; **Library Rep:** Cindy Tang

Also present: SWLS Staff: Krista Ross, Debbie Mara, Peggy Freymiller, and Kim Streif

We did not have a quorum yet at 6:02, so began by discussing the various committee reports. These were informational only, so no action was needed.

Committee Reports

Net Southwest Directors Council: February 24 minutes were handed out and discussed.

PLAC Meeting: February 24 minutes were handed out and discussed.

Building and Grounds Report: No official report this month. We will be going into closed session later to discuss the sale of our building.

Legislative Update: Library Legislative Day was held on February 14, 2012. Krista and 6 of our library directors attended this special day in Madison. A summary was handed out and discussed.

Deb Goold arrived at 6:05, and Steve Kleisath shortly after. By the time the committee reports had all been discussed, we did have a quorum.

Moved by: Tom Cornford and **2nd by:** Ralph Noble to accept the agenda with one change, to go into closed session to discuss the sale of our building as soon as Jon Miles, Century 21, arrives. Motion Carried.

Moved by: Dan Nankee and **2nd by:** Karen Busch to accept the minutes of the January 11, 2012 Full Board of Trustees Meeting. Motion Carried.

Moved by: Marjory Sheckler and **2nd by:** Tom Cornford to receipt in the check registers for January and February, 2012 as presented and to be filed for audit. Motion Carried.

Moved by: Ralph Noble and **2nd by:** Marilyn Marshall to accept the budget comparisons for January and February, 2012 as presented and to be filed for audit. Motion Carried.

Moved by: Dan Nankee and **2nd by:** Deb Goold to receipt in the investment account balances for January and February, 2012 as presented and to be filed for audit. It was mentioned that we need to start looking for a newer delivery van, to be paid for out of the Vehicle Reserve Investment Account. Motion Carried.

Director's Report/Staff Activities Report: Krista has been busy running year-end OverDrive statistics and compiling 2011 circulation reports. She completed the System annual report and plan evaluation, and reviewed member library annual reports. Staff activities were again included in the Director's Report/Staff Activities Report.

Moved by: Marilyn Marshall and **2nd by:** Karen Busch to accept the Director's Report/Staff Activities Report. Motion Carried.

Old Business:

None

New Business:

1. Sale of Building

a. Adjourn to Closed Session

Moved by: Steve Kleisath and **2nd by:** Ralph Noble to adjourn to closed session as allowed under Chapter 19.85(1)(e). Roll call vote. Motion carried unanimously.

b. Reconvene into Open Session

Moved by: Karen Busch and **2nd by:** Deb Goold to reconvene into open session. Roll call vote. Motion carried unanimously.

2. Executive Committee Report: Director's Evaluation

Moved by: Steve Kleisath and **2nd by:** Deb Goold to approve the very positive Director's Evaluation. Wayne stated that Krista is doing an excellent job, staff morale is great, and her working relationship with our member libraries is super. Motion Carried.

3. SWLS 2011 Annual Report & Plan Evaluation

Moved by: Dan Nankee and **2nd by:** Tom Cornford to approve the SWLS 2011 Annual Report & Plan Evaluation. Motion Carried.

4. Policy Updates

a. Graphic Design Policy

Moved by: Marilyn Marshall and **2nd by:** Marjorie Sheckler to approve the updated Graphic Design Policy. Motion carried.

b. Credit Card Policy

Moved by: Karen Busch and **2nd by:** Steve Kleisath to approve the updated Credit Card Policy. Motion carried.

5. Approval of the 2011 Audit

The audit has not yet been completed, so this item was tabled until our May meeting.

6. Allocation of any 2011 Carryover

2011 Cash Carryover \$ 37,530.00

In March, allocate to -	\$ 15,715.00	To Net Southwest Reserve
	\$ 4,112.00	To OverDrive Content #7550
	\$ 4,000.00	To supplement Building Bridges Grant
	\$ 500.00	To Workshops #7521
	\$ 100.00	To Network Equipment/Maintenance #7534
	\$ 90.00	To Audio Books #7560
	<u>\$ 70.00</u>	Library Building Design Book #7513
	<u>\$ 24,587.00</u>	

That leaves \$12,943 of 2011 Cash Carryover to allocate later this year.

Moved by: Ralph Noble to approve the presented allocation amounts for the 2011 Cash Carryover. **Due to lack of a second, motion died.**

Moved by: Dan Nankee and 2nd by: Steve Kleisath to approve the allocation amounts above (presented amounts minus \$6,400 for the 2013 raise and longevity). Motion Carried, with Pat Bomhack and Ralph Noble voting no.

Date & Site of Next Full Board Meeting – May 16, 2012 at Dodgeville Public Library

Moved by: Karen Busch & 2nd by: Tom Cornford to Stand Adjourned at 7:02 p.m. Motion Carried.

Respectfully submitted,

**Deborah Mara
Business Manager**