

SOUTHWEST WISCONSIN LIBRARY SYSTEM
FULL BOARD MEETING
January 13, 2016 @ 5:00 pm

The January 13, 2016 meeting of Southwest Wisconsin Library System was called to order by at PM at the SWLS Headquarters.

Present: **Crawford County:** Diane Craig ; **Grant County:** Deb Goold, Steve Kleisath (by phone); **Iowa County:** Dan Nankee, Louanna Schulte (by phone) **Lafayette County:** Lori Neumann (by phone) **Richland County:** none; **Library Rep:** Tim Durst (by phone); **Member Library Liaison:** Nancy Ashmore

Absent: **Crawford County:** Marjory Sheckler; **Grant County:** Grant Loy, Ralph Noble; **Iowa County:** Joan Faull; **Lafayette County:** Wayne Wilson; **Richland County:** Marilyn Marshall;

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

Moved by: Steve Kleisath and **2nd by:** Diane Craig to accept the agenda as presented. Motion carried.

Moved by: Tim Durst and **2nd by:** Louanna Schulte to accept the minutes of the November 11, 2015 Full Board of Trustees Meeting. **Motion carried.**

Moved by: Steve Kleisath and **2nd by:** Deb Goold to receipt in the check registers for November and December 2015 as presented and to be filed for audit. **Motion carried.**

Moved by: Diane Craig and **2nd by:** Deb Goold to accept the budget comparisons for November and December 2015 as presented and to be filed for audit. **Motion carried.**

Moved by: Diane Craig and **2nd by:** Louanna Schulte to receipt in the investment account balances for November and December 2015 with the correction to the balance of the LGIP account and to be filed for audit. **Motion carried.**

Director's Report/Staff Activities Report:

Dan Nankee asked how the Technology support plan was going. Krista explained that she has been working to make contact and hopes that it will be soon as campus is back to its normal schedule. She does have contingency plan in case this plan falls through.

Moved by: Steve Kleisath and **2nd by:** Lori Neumann to accept the Director and Staff Activities Report as presented. **Motion carried.**

Correspondence: Krista shared that we received a letter from DPI noting the approval of our 2016 System Plan and that the first 75% of the 2016 state aid had been deposited into our account.

Committee Reports

Net Southwest Directors Council:

Krista reviewed the minutes of the October December 4th meeting, highlighting the discussion on the details of the out of state library card and update to the CESA #3 collection project.

PLAC Meeting:

Krista reviewed the minutes of the December 4th meeting, highlighting the approval of the 2016-2018 SWLS strategic plan objectives, interim plan for tech support and the Aspen report discussion on January 8, 2016.

Old Business:

New Business:

1. Nomination and Election of SWLS Board of Trustees Officers for 2016:

Moved by: Steve Kleisath and **2nd by:** Diane Craig to nominate Dan Nankee as President and Deb Goold as Treasurer and close the nominations. **Motion Carried.** There were no nominees for Vice-President, so all board members are asked to think it over for the March meeting.

2. Appointment of Board Committees:

Since we have a new President as well as some upcoming resignations and new members, this was tabled until the March meeting by consensus.

3. Acceptance of Official Newspapers, Posting Sites and Meeting Dates/Locations:

Moved by: Deb Goold and **2nd by:** Diane Craig to accept the official newspapers, posting sites and meeting dates/locations with the May meeting being on May 18th. **Motion Carried.**

4. 2015 System Annual Report Due Date and March Board Meeting:

Moved by: Louanna Schulte and **2nd by:** Lori Neumann to authorize Board President Dan Nankee to review and sign the 2015 System Annual Report in late February and that the report will be officially approved at the March meeting. **Motion Carried.**

5. Withdrawal from the Local Government Property Insurance Fund:

Krista explained that this was the final step to changing our property insurance based on the decision of the board at the July 15, 2015 meeting. **Moved by:** Diane Craig and **2nd by:** Deb Goold to approve the withdrawal from the Local Government Property Insurance Fund and to instruct the Director to send the appropriate forms. **Motion Carried.**

6. SWLS Job Descriptions Update:

Krista reviewed the proposed changes to the job descriptions. **Moved by:** Diane Craig and **2nd by:** Tim Durst to approve the updated SWLS job descriptions as presented. **Motion Carried.**

7. Approval of the 2016-2018 SWLS Strategic Plan:

Krista explained the process of how the plan was created and that the plan was intended to be more focused and attainable. Dan Nankee asked if staffing is adequate for this plan. Krista stated that she felt that some priorities may shift in order to get everything accomplished, but much of it was just an extension of what staff is already doing. **Moved by:** Louanna Schulte and **2nd by:** Steve Kleisath to approve the 2016-2018 SWLS Strategic Plan as presented. **Motion Carried.**

8. Report of the SWLS Executive Committee:

a. Purchase of delivery van:

The Executive Committee gave Krista the go ahead to over a new delivery van at the December 18th meeting because of the condition of the van to be replaced. The van has been ordered and should be arriving some time in February.

Motion by: Diane Craig and **2nd by:** Lori Neumann to approve the purchase of a new delivery van. **Motion carried.**

b. Director's evaluation: closed session

Executive committee moved to go into closed session as allowed under Chapter 19.85(1)(c). Steve: Y, Lori: Y, Deb: Y, Dan: Y, Louanna: Y, Tim: Y, Diane: Y

c. Reconvene into Open Session

Moved by: Diane Craig, **2nd by:** Deb Goold to reconvene into open session at 6:12 pm. **Moved by:** Steve Kleisath, **2nd by:** Louanna Schulte to approve Krista's proposed 2016 objectives. **Motion carried.**

Date and site of next full board meeting: March 9, 2016 at SWLS Headquarters

Motion by: Lori Neumann **2nd by:** Deb Goold to stand adjourned at 6:15 pm. **Motion Carried.**

Date & Site of Next Full Board Meeting – March 9, 2016 at 5 PM at SWLS Headquarters

Moved by: 2nd by: to Stand Adjourned at PM. **Motion carried.**

**Respectfully submitted,
Krista L. Ross, SWLS Director**