

**SOUTHWEST WISCONSIN LIBRARY SYSTEM  
FULL BOARD MEETING  
May 18, 2016 @ 5:00 pm**

The May 18, 2016 meeting of Southwest Wisconsin Library System was called to order by Dan Nankee at 5:01 PM at the SWLS Headquarters.

**Present:** **Crawford County:** none **Grant County:** Deb Goold, Steve Kleisath, Patricia Reynolds;  
**Iowa County:** Dan Nankee, Louanna Schulte, Joan Faull (by phone); **Lafayette County:** Lori Neumann (by phone), Bob Boyle; **Richland County:** Rachel Schultz

**Absent:** **Crawford County:** Diane Craig, Mary Kuhn; **Grant County:** (3 vacancies) **Iowa County:** none **Lafayette County:** none **Richland County:** Marilyn Marshall **Library Rep:** Vacant

**Also present: SWLS Staff:** Krista Ross, Peggy Freymiller, and Betty Sautter

We have a new board members from Grant and Lafayette County. The board welcomed Patricia Reynolds and Bob Boyle to the SWLS Board of Trustees.

Louanna Schulte will be resigning from the board after tonight's meeting. Thanks to Louanna for her service on the board!

**Moved by:** Steve Kleisath and **2<sup>nd</sup> by:** Rachel Schultz to accept the agenda as presented. Motion carried.

**Moved by:** Lori Neumann and **2<sup>nd</sup> by:** Deb Goold to accept the minutes of the March 9, 2016 Full Board of Trustees Meeting. **Motion carried.**

**Moved by:** Patricia Reynolds and **2<sup>nd</sup> by:** Joan Faull to receipt in the check registers for March and April 2016 as presented and to be filed for audit. **Motion carried.**

**Moved by:** Steve Kleisath and **2<sup>nd</sup> by:** Rachel Schultz to accept the budget comparisons for March and April 2016 as presented and to be filed for audit. **Motion carried.**

**Moved by:** Louanna Schulte and **2<sup>nd</sup> by:** Bob Boyle to receipt in the investment account balances for March and April 2016 to be filed for audit. **Motion carried.**

#### **Director's Report/Staff Activities Report:**

Krista reviewed the report. We reviewed some of the acronyms and other terminology in the report.

**Moved by:** Patricia Reynolds and **2<sup>nd</sup> by:** Bob Boyle to accept the Director and Staff Activities Report as presented. **Motion carried.**

#### **Correspondence:**

The Board reviewed the letter from Kurt Kiefer, Assistant State Superintendent, regarding the transmittal of the second state aid payment. The board also reviewed the ongoing and annual system obligations as presented in the letter.

#### **Committee Reports**

##### **Net Southwest Directors Council:**

Krista reviewed the minutes of the April 21<sup>st</sup> meeting, highlighting the discussion the NetSW Best Practices Committee re-appointment and ILS support staff activities for VERSO 5.

##### **PLAC Meeting:**

Krista reviewed the minutes of the April 21<sup>st</sup> meeting, highlighting the 2017 County funding and the 2017 WPLC buying pool recommendation.

##### **Public Library System Redesign (PSLR) Update:**

Krista brought the board up to date on recent and upcoming activities of the project.

#### **Old Business:**

##### **1. Election of the Vice President:**

**Moved by:** Rachel Schultz **2<sup>nd</sup> by:** Bob Boyle to nominate Steve Kleisath for Vice President. **Moved by:** Rachel Schultz **2<sup>nd</sup> by:** Lori Neumann to close the nominations and cast a unanimous vote for Steve Kleisath as Vice President. **Motion Carried.**

## **2. SWLS Committee Appointments:**

As there are several upcoming changes in board members, the consensus of the board was to table the committee appointments until the July 13th board meeting.

## **3. Approval of the 2015 Audit:**

The audit report was not ready by the time of the meeting. There are new requirements for government audits and some confusion as to who was supposed to carry them out. This is in the process of being straightened out and we will have the audit ready for the July 13, 2016 board meeting. **Moved by:** Steve Kleisath, **2<sup>nd</sup> by:** Patricia Reynolds to table the approval of the audit until the July 13, 2016 meeting.  
**Motion Carried.**

## **New Business:**

### **1. Renewal of Delivery Contract with CESA 3:**

Krista reviewed the contract with the board. She explained that the slight decrease was due to lower fuel prices. **Moved by:** Rachel Schultz and **2<sup>nd</sup> by:** Bob Boyle to accept the Delivery Contract between the Cooperative Educational Service Agency 3 and the Southwest Wisconsin Library System as presented. **Motion Carried.**

### **2. Review of 2016 System Plan:**

Krista reviewed the plan with the board. We are still on track with the activities listed in the plan so the consensus was that no revisions were needed at this time.

### **3. 2016 Budget:**

#### **a. Allocation of 2015 carryover**

Due to the fact that the 2015 audit was not ready for this meeting, no action was taken on this item. It will be acted on at the July 13, 2016 meeting.

#### **b. Reallocation of funds for Library Aware**

Krista explained that given the PLSR process that is underway and the success of the current contracted YS Consultant, she determined that now may not be the best time to undertake an in-depth study of the YS service. The 2016 budget currently has \$5000 budgeted for a YS study. Krista asked the board to reallocate those funds to be used for a subscription to Library Aware. Library

Aware would provide an online marketing tool for the member libraries and fulfill Objective 2.2 of Goal 2 of the SWLS Strategic Plan. **Moved by:** Louanna Schulte **2<sup>nd</sup> by:** Lori Neumann to approve the reallocation of the \$5000 for the YS Study to a subscription for Library Ware. **Motion Carried.**

**4. Approval of transfer of \$6995 from Technology Reserve for Boopsie App:**

At the April 21<sup>st</sup> PLAC meeting, the directors voted to recommend that \$6995 from the Technology reserve be used to pay for the implementation costs of subscribing to Boopsie and to help any member library that could not find their share of the subscription fee in 2016. **Moved by:** Bob Boyle **2<sup>nd</sup> by:** Joan Faull to approve the transfer of \$6995 and any other needed funds for member libraries from the Technology Reserve for the Boopsie App implementation and annual subscription. **Motion Carried.** The board instructed Krista to report on the amounts of any funds used from the Technology Reserve fund for member libraries at the July 13, 2016 meeting.

**5. SWLS Director's 2016 Objectives:**

Krista reviewed the update on her objectives. She talked about the technology support she has been providing and an update on the talks with SW Tech on technology support.

**Date and site of next full board meeting: July 13, 2016 at SWLS Headquarters**

**Motion by:** Louanna Schulte **2<sup>nd</sup> by:** Bob Boyle to stand adjourned at 6:07 pm. **Motion Carried.**

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