

**SOUTHWEST WISCONSIN LIBRARY SYSTEM
FULL BOARD MEETING
September 14, 2016 @ 5:00 pm**

The September 14, 2016 meeting of Southwest Wisconsin Library System was called to order by Steve Kleisath at 5:00 PM at the SWLS Headquarters.

Present: **Crawford County:** Diane Craig; **Grant County:** Steve Kleisath, Patricia Reynolds; **Iowa County:** Kim Ross, Joan Faull; **Lafayette County:** Lori Neumann (by phone), Bob Boyle; **Richland County:** Rachel Schultz; **Member Library Liaison:** Nancy Ashmore

Absent: **Crawford County:** Mary Kuhn; **Grant County:** Deb Goold, Regina Pauly, (2 vacancies) **Iowa County:** (1 vacancy) **Lafayette County:** none **Richland County:** Marilyn Marshall,; **Library Rep:** Anne Otto

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

Meeting Duly Posted: The meeting agenda was sent to the 5 counties, 28 member libraries, official newspapers and posted at SWLS Headquarters.

Moved by: Kim Ross and **2nd by:** Bob Boyle to accept the agenda as presented. **Motion carried.**

Moved by: Lori Neumann and **2nd by:** Bob Boyle to accept the minutes of the July 13, 2016 Full Board of Trustees Meeting. **Motion carried.**

Moved by: Rachel Schultz and **2nd by:** Patricia Reynolds to receipt in the check registers for July and August 2016 as presented and to be filed for audit. **Motion carried.**

Moved by: Bob Boyle and **2nd by:** Patricia Reynolds to accept the budget comparisons for July and August 2016 as presented and to be filed for audit. **Motion carried.**

Moved by: Kim Ross and **2nd by:** Rachel Schultz to receipt in the investment account balances for July and August 2016 to be filed for audit. **Motion carried.**

Director's Report/Staff Activities Report:

Krista reviewed the report and informed the board of the recent changes in pricing for the Badgernet Converged Network.

Moved by: Kim Ross and **2nd by:** Bob Boyle to accept the Director and Staff Activities Report as presented. **Motion carried.**

Committee Reports

Net Southwest Directors Council:

Krista reviewed the minutes of the August 26th meeting, highlighting the discussion of the Best Practices committee on issuing library cards, and the situation in Manitowoc.

PLAC Meeting:

Krista reviewed the minutes of the August 26th meeting, highlighting the discussion on technology support, the PLSR presentation and situation with the digital magazines from OverDrive.

Public Library System Redesign (PSLR) Update:

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

Old Business:

1. Early Retirement & Health Insurance Incentives

a. Personnel Policy language

Krista reviewed the proposed language to include early retirement and health insurance incentives to the Personnel Policy. The board reworked the first sentence of the early retirement incentive section and made a small change to a sentence in the health insurance incentive section. **Moved by:** Kim Ross and **2nd by:** Patricia Reynolds to accept the proposed additions of the early retirement and health insurance incentive with the corrections to the Personnel Policy.

Motion Carried

b. 2017 Early Retirement & Health Insurance Incentives

Krista reviewed the proposal for early retirement and health insurance incentives for 2017. **Moved by:** Lori Neumann, **2nd by:** Bob Boyle to create an early retirement incentive offer of \$15,000 cash payout for employees who are

eligible to retire with the Wisconsin Retirement System (WRS) in 2016. The offer will include a retirement date of December 15, 2016 and Krista will work with system attorney Eileen Brownlee on the documentation needed to assure compliance with any and all laws. **Motion Carried.**

Moved by: Kim Ross **2nd by:** Diane Craig to continue to offer a \$2000 stipend for eligible employees who opt out of the Wisconsin Public Employers' Group Health insurance with eligibility and guidelines to follow guidelines set by ETF for state employees in 2017. **Motion Carried.**

2. Update on Technology Services Support

Krista reviewed the current situation with the technology services support. The contract has been signed with Technology Assurance Corp and the "onboarding" process is beginning.

New Business:

1. Approval of the 2017 LSTA grant requests:

Krista reviewed the three LSTA grants that SWLS will be applying for this fall.

Moved by: Rachel Schultz and **2nd by:** Diane Craig to approve the application of grants in the System Technology, Outcome Measurement and Digitization categories. **Motion Carried.**

2. Approval of transfer of funds for core router replacement:

Krista explained the situation with the core router and why it needed to be replaced.

Motion by: Bob Boyle, **2nd by:** Diane Craig to approve using \$9545.62 in 2015 carryover funds approved in July 2016 for transfer to the NetSW Reserve and \$3181.87 in 2015 carryover funds approved in July 2016 for transfer to the Technology Reserve to cover the costs of the core router replacement. **Motion carried.**

3. 2017 System plan for the state:

Krista reviewed the system plan for 2017 with the board. **Motion by:** Rachel Schultz, **2nd by:** Lori Neumann to accept the 2017 Public Library System plan as presented. **Motion carried.**

4. SWLS Director's 2016 Objectives:

Krista reviewed the update on her objectives. She mentioned that for future meetings, she will include this with the Director and Staff Activities Report.

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

Motion by: Bob Boyle 2nd **by:** Patricia Reynolds to stand adjourned at 6:12 pm. **Motion Carried.**

Respectfully submitted,
Krista L. Ross, SWLS Director