

**SOUTHWEST WISCONSIN LIBRARY SYSTEM
FULL BOARD MEETING
January 14, 2015 @ 5:00 pm**

The January 14, 2015 meeting of Southwest Wisconsin Library System was called to order by President Wayne Wilson at 5:00 PM at the SWLS Headquarters.

Present: **Crawford County:** Diane Craig, Marjory Sheckler; **Grant County:** Deb Goold, Ralph Noble, Grant Loy, Carolyn Schuler; **Iowa County:** Joan Faull, Dan Nankee, Louanna Schulte; **Lafayette County:** Wayne Wilson, Lori Neumann (by phone); **Richland County:** Larry Loomis;
Library Rep: Tim Durst

Absent: **Crawford County:** none **Grant County:** Steve Kleisath; **Iowa County:** none, **Lafayette County:** none; **Richland County:** Marilyn Marshall; **Member Library Liaison:** Nancy Ashmore

Also present: **SWLS Staff:** Krista Ross, Peggy Freymiller, Kim Strief

Moved by: Dan Nankee and **2nd by:** Carolyn Schuler to accept the agenda with the correction that the December PLAC & NetSW meetings were not cancelled. Motion carried.

Moved by: Lori Neumann and **2nd by:** Ralph Noble to accept the minutes of the November 12, 2014 Full Board of Trustees Meeting. **Motion carried.**

Due to a miscommunication, the November and December 2014 check registers and budget comparisons were not available for the meeting. The board agreed to table the approval until the March 11, 2015 meeting or to approve them at a special meeting of the board if need be.

Moved by: Larry Loomis and **2nd by:** Tim Durst to receipt in the investment account balances for November and December 2014 as presented and to be filed for audit. **Motion carried.**

Director's Report/Staff Activities Report:

Krista reviewed her report. Krista also reported that we have a system membership compliance issue with the Benton Public Library. The library director did not have the required 100 contact hours completed when her certification expired at the end of December 2014. Krista has a plan awaiting approval from DPI. Krista is confident that the library should be back in compliance by the end of July 2015. Krista explained what the hearing loop grant provided.

Moved by: Carolyn Schuler and **2nd by:** Dan Nankee to accept the January Director and Staff Activities Report as presented. **Motion carried.**

Correspondence:

A letter from DPI stating that the SWLS 2015 plan had been accepted and that the first 75% of the state aid for 2015 would be deposited in November.

Committee Reports

Net Southwest Directors Council: Krista reviewed the minutes of the December 12th meeting, highlighting the continued discussion of growing the NetSW Reserve funds, progress on the transition to VERSO 4 and the annual report statistics for 2014.

PLAC Meeting:

Krista reviewed the minutes of the December 12th meeting, highlighting the discussion of Library Legislative Day, ideas for 2015 workshops and the Accu-cut machine.

Old Business:**1. Office Remodeling Projects:**

Two bids that were received for the project were opened and discussed. Due to the difference in the bids, the board discussed the need to have a more detailed set of specs. **Moved by:** Louanna Schulte and **2nd by:** Marjory Sheckler to contract with Woodland Consultant to produce a more detailed set of specs for the project. Motion Carried. The board agreed to a spending limit of \$2000, but if the cost was above that, the SWLS Facility Management Committee could give approval.

New Business:

1. Nomination and election of SWLS Board of Trustees Officers for 2014:

Nomination Committee chair Larry Loomis presented the slate of candidates for 2015 officers.

Moved by: Louanna Schulte **2nd by:** Joan Faull to elect Wayne Wilson as President, Larry Loomis as Vice-President, Deb Goold as Treasurer and to continue to have the SWLS Director act as secretary. **Motion carried.**

2. Appointment of Executive, Facilities Management, ReLAC, Special Needs and Grievance Committees and WLA Representative for 2015:

Board President Wayne Wilson confirmed his appointments to the SWLS committees based on the recommendations of the Nomination Committee.

3. Acceptance of the Official Newspapers, posting sites, meeting dates & locations for 2015:

Moved by: Lori Neumann, **2nd by:** Joan Faull to accept the 2015 official newspapers, posting sites, meeting dates & locations. **Motion carried.**

4. Adjustments to the 2015 budget:

Due to changes that occurred after the 2015 budget was passed in September, there is \$20,766 to reallocate. Krista reviewed her recommendations. **Moved by:** Larry Loomis, **2nd by:** Deb Goold to accept the proposed adjustments to the 2015 budget as proposed. **12 yes votes, 1 no vote, Motion carried.**

Dan Nankee left the meeting @ 5:40 PM.

5. Accu-Cut Machine and dies:

Krista reviewed the proposal to go into an agreement with the Schreiner (Lancaster) Memorial Library to house the Accu-cut machine and dies and to provide cutouts to other SWLS member libraries. Larry Loomis asked if there was any cost to this

agreement. Krista explained that there is no funds as part of this agreement. **Moved by:** Larry Loomis, **2nd by:** Joan Faull to approve the 2015 SWLS Accu-cut Machine Agreement with the Schreiner (Lancaster) Memorial Library. **Motion carried.**

6. Director's Evaluation: Adjourn to closed session to discuss personnel matters allowed under Chapter 19.85 (1) (c):

Motion by: Larry Loomis **2nd by:** Grant Loy to adjourn to closed session to discuss the SWLS Director's evaluation as allowed under Chapter 19.85 (1)(c).

Roll Call vote: Diane Craig: Y, Marjory Sheckler: Y, Deb Goold: Y, Ralph Noble: Y, Carolyn Schuler: Y, Grant Loy: Y, Louanna Schulte: Y, Joan Faull: Y, Wayne Wilson: Y, Larry Loomis: Y, Tim Durst: Y **Motion carried.**

7. Reconvene into open session:

Motion by: Larry Loomis **2nd by:** Grant Loy to reconvene into open session. **Motion carried.**

President Wayne Wilson asked that the record show that the SWLS Board of Trustees feels that Director Krista Ross is doing a great job and the board is pleased she's here. Carolyn Schuler shared that the member libraries she spoke with would like to see improvements in the SWLS technology services and more timely communication with the children's librarians. Krista will be moving forward with the 2015 objectives as presented.

Date & Site of Next Full Board Meeting – March 11, 2015 at 5 PM at SWLS Headquarters

Moved by: Lori Neumann **2nd by:** Tim Durst to Stand Adjourned at 6:04 PM. Motion carried.

Respectfully submitted,
Krista L. Ross, SWLS Director