

**SOUTHWEST WISCONSIN LIBRARY SYSTEM
FULL BOARD MEETING
November 11, 2015 @ 5:00 pm**

The November 11, 2015 meeting of Southwest Wisconsin Library System was called to order by Vice-President Carolyn Schuler at 5:01 PM at the SWLS Headquarters.

Present: **Crawford County:** Diane Craig, Marjory Sheckler; **Grant County:** Deb Goold, Grant Loy, Carolyn Schuler, Ralph Noble, Steve Kleisath; **Iowa County:** Dan Nankee, Louanna Schulte; **Lafayette County:** Wayne Wilson (by phone), Lori Neumann (by phone); **Richland County:** Marilyn Marshall

Absent: **Crawford County:** none **Grant County:** none; **Iowa County:** Joan Faull; **Lafayette County:** none; **Richland County:** none; **Library Rep:** Tim Durst; **Member Library Liaison:** Nancy Ashmore

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

Moved by: Dan Nankee and **2nd by:** Lori Neumann to accept the agenda as presented. Motion carried.

Moved by: Marjory Sheckler and **2nd by:** Grant Loy to accept the minutes of the September 9, 2015 Full Board of Trustees Meeting. **Motion carried.**

Moved by: Steve Kleisath and **2nd by:** Dan Nankee to receipt in the check registers for September and October 2015 as presented and to be filed for audit. **Motion carried.**

Moved by: Louanna Schulte and **2nd by:** Diane Craig to accept the budget comparisons for September and October 2015 as presented and to be filed for audit. **Motion carried.**

Moved by: Steve Kleisath and **2nd by:** Marjory Sheckler to receipt in the investment account balances for September and October 2015 as presented and to be filed for audit. **Motion carried.**

Director's Report/Staff Activities Report:

In addition to her report, Krista informed the Board that she, Peggy and Kim had attended the WLA conference in Middleton last week. It was a great conference and everyone learned a lot. Krista also thanked the Board for allowing her to participate in the ILEAD project as a mentor. She learned a lot and met a great group of library leaders. **Moved by:** Wayne Wilson and **2nd by:** Dan Nankee to accept the Director and Staff Activities Report as presented. **Motion carried.**

Correspondence: None

Committee Reports

Net Southwest Directors Council:

Krista reviewed the minutes of the October 23rd meeting, highlighting the discussion on issuing cards to out-of-state patrons.

PLAC Meeting:

Krista reviewed the minutes of the October 23rd meeting, highlighting collaboration with SWTC on the 50th anniversary plans, chartering a bus for 2016's Library Legislative Day, and approval of the 2016-2018 Strategic plan goals.

Old Business:

New Business:

1. Approval of Early Retirement Incentive:

Leah Herrling has decided to accept the Early Retirement Incentive offered by SWLS.

Krista reviewed the documentation and informed the board that the final step would be for the Board to approve her ERI application. **Moved by:** Dan Nankee **2nd by:** Marilyn Marshall to approve Leah Herrling's early retirement incentive. **Motion carried.**

2. Recommendation from NetSW Directors Council on fee for system library cards issued to out-of-state residents:

Krista presented the issue and the recommendation from the NetSW Directors Council on the \$100 fee for issuing a system library card to patrons who live out of state.

Moved by: Marge Sheckler **2nd by:** Diane Craig to approve setting a \$100 fee for system library cards issued to out of state residents. **Motion carried.**

3. Approval of the 2016-2018 SWLS Technology and Resource Sharing Plan:

Moved by: Steve Kleisath **2nd by:** Ralph Noble to approve the 2016-2018 SWLS Technology and Resource Sharing Plan as presented. **Motion carried.**

4. Recommendation of the Executive Committee:

a. Resolution to provide dental insurance in 2016:

The Executive Committee put forth a motion to approve the Resolution to provide dental insurance in 2016. **Motion carried.**

b. 2016 Budget:

Moved by: Steve Kleisath **2nd by:** Dan Nankee to approve the 2016 SWLS Budget as presented. **Motion carried.**

5. Formation of the Nominating Committee for 2016:

President Wayne Wilson informed the board that this would be his last meeting due to health reasons. Because of several vacancies on the board, Krista was instructed to contact board members to determine who would be willing to be nominated as officers for 2016.

6. Formation of SWLS Personnel Policy Revision committee:

As discussed at the September board meeting, the SWLS Personnel Policy needs a full revision. Members of the ad hoc SWLS Personnel Policy Revision committee are: Steve Kleisath, Deb Goold, Kim Streif and Krista Ross.

7. Schedule Director's Evaluation:

Krista asked the board if they would like to do a 360 review this year, asking the member libraries for input on her evaluation. The last time this was done was in 2012.

Moved by: Dan Nankee **2nd by:** Deb Goold to have Krista send an evaluation survey to the member libraries and send a Doodle poll to the Executive Committee to determine a date for her evaluation sometime the week of December 14, 2015. **Motion carried.**

8. SWLS Director's 2015 objectives status update:

Krista gave her updates. Included among them were:

- Completion of the SWLS Technology and Resource Sharing Plan
- Internal Communication strategy evaluated
- Trustee trainings updated and provided
- Working on collaborations with CESA and SWTC

- Youth Service Consultant plan for 2016 in process
- Will be meeting with staff in December to set goal and projects for 2016
- Will be scheduling a discussion with the member library directors of the Aspen Report.

Krista also thanked the board for continuing to make this a standard report on the agenda. It really helps her to stay on track.

Date & Site of Next Full Board Meeting – January 13, 2016 at 5 PM at SWLS Headquarters

Moved by: Louanna Schulte **2nd by:** Diane Craig to Stand Adjourned at 5:42 PM. **Motion**
carried.

Respectfully submitted,
Krista L. Ross, SWLS Director