

**SOUTHWEST WISCONSIN LIBRARY SYSTEM  
FULL BOARD MEETING  
January 15, 2014 @ 5:00 pm**

The January 15, 2014 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, Steve Kleisath (by phone) , Ralph Noble, Grant Loy **Iowa County:** Louanna Schulte, Dan Nankee, **Lafayette County:** Wayne Wilson **Richland County:** Larry Loomis **Library Rep:** Tim Durst

**Absent:** **Crawford County:** none **Grant County:** none; **Iowa County:** Joan Faull; **Lafayette County:** Lori Neumann; **Richland County:** Marilyn Marshall; **Library Rep:** none

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

**Moved by:** Louanna Schulte and **2<sup>nd</sup> by:** Marjory Sheckler to accept the agenda as presented. Motion carried.

**Moved by:** Dan Nankee and **2<sup>nd</sup> by:** Diane Craig to accept the minutes of the November 13, 2013 Full Board of Trustees Meeting. **Motion carried.**

**Moved by:** Larry Loomis and **2<sup>nd</sup> by:** Grant Loy to receipt in the check registers for November and December, 2013 as presented and to be filed for audit. **Motion carried.**

**Moved by:** Ralph Noble and **2<sup>nd</sup> by:** Tim Durst to accept the budget comparisons for November and December, 2013 as presented and to be filed for audit. **Motion carried.**

**Moved by:** Steve Kleisath and **2<sup>nd</sup> by:** Deb Goold to receipt in the investment account balances for November and December, 2013 as presented and to be filed for audit. **Motion carried.**

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

Krista reviewed her report. Krista spoke about her opportunity to speak to Reach Out and Read participating physicians at their meeting in November. Krista will be sure that Staff activities are included on the agenda in the future.

**Moved by:** Dan Nankee and **2<sup>nd</sup> by:** Marjory Sheckler to accept the November Director's Report/Staff Activities Report as presented. **Motion carried.**

## **Committee Reports**

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

#### **PLAC Meeting:**

Since neither of these meeting were held in December, Krista briefly spoke about the Strategic Plan Brainstorming session that took place on December 12, 2013.

#### **Correspondence:**

A letter from DPI was received stating that our 2014 system plan had been approved and that 75% of the 2014 State Aid had been released.

#### **Old Business: None**

#### **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 2014 officers.

**Motion by:** Larry Loomis **2<sup>nd</sup> by:** Tim Durst 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 2014:**

Board President Wayne Wilson reviewed his appointments to the SWLS committees. The only unfilled position is the WLA Representative. Krista explained that the person in this role has a membership in WLA and its trustee division and pays for the trustee to

attend WLA conferences. There is no expectation that the trustee will be more involved in WLA, but the previous representative was. At this time, no one volunteered to be the WLA Representative so it will stay open for now.

**3. Acceptance of the Official Newspapers, posting sites, meeting dates & locations for 2014:**

Krista will also look into sending the agendas to the Shopping News.

**Motion by:** Steve Kleisath, **2<sup>nd</sup> by:** Louanna Schulte to accept the 2014 official newspapers, posting sites, meeting dates & locations. **Motion carried.**

**4. Personnel Policy**

**a. Various updates**

Krista reviewed the new language for the Birthday Leave that was approved at the November 2013 board meeting. She also reviewed three other sections that needed updating (605: Smoking, 609: Drugs and Alcohol, and 1001: Employee Recognition B. Longevity).

**Motion by:** Larry Loomis **2<sup>nd</sup> by:** Ralph Noble to accept the revisions to the SWLS Personnel Policy with the additional address correction in 609: Drugs and Alcohol. **Motion carried.**

**b. Telecommuting**

Currently, SWLS allows staff to work from home when the weather makes travel difficult, but not enough to close the system. Krista asked the board to consider expanding the ability to telecommute in other situations.

**Motion by:** Tim Durst **2<sup>nd</sup> by:** Louanna Schulte to have Krista explore the offering telecommuting to SWLS staff and to bring draft policy language to the March 12, 2013 board meeting. **Motion carried.**

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

**Motion by:** Larry Loomis **2<sup>nd</sup> by:** Marjory Sheckler 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, Steve Kleisath: Y, Grant Loy: Y, Dan Nankee: Y, Louanna Schulte: Y, Wayne Wilson: Y, Larry Loomis: Y, Tim Durst: Y **Motion carried.**

**6. Reconvene into open session:**

**Motion by:** Ralph Noble **2<sup>nd</sup> by:** Marjory Sheckler 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 an outstanding job and received an excellent rating. Krista will be moving forward with the 2014 objectives as presented.

**Date & Site of Next Full Board Meeting – March 12, 2014 at 5 PM at SWLS Headquarters**

**Moved by:** Dan Nankee **2<sup>nd</sup> by:** Larry Loomis to Stand Adjourned at 5:50 PM. Motion carried.

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