Draft
South Central Library System Board of Trustees Minutes
9/24/2020, 12:15 p.m.
4610 S. Biltmore Lane, Suite 101, Madison, WI 53718
Meeting held remotely via BlueJeans

Action Items:
Approved the 2021 Organizational Chart
Approved the 2021 Wage Grid
Approved the 2021 Budget and Notes
Approved the 2021 System Plan
Approved the Agreement with Keller Inc.

Present: F. Cherney, P. Cox, B. Clendenning, M. Furgal, J. Healy-Plotkin, J. Honl, N. Long, K. Michaelis, M. Nelson, R. Nelson, G. Poulson, A. Weier, K. Williams
Absent: N. Brien
Excused: J. Chrisler, N. Foth, M. Meloy, T. Walske
Recorder: H. Moe
SCLS Staff Present: M. Van Pelt, K. Goeden

Call to Order Time: 12: 15 p.m. J. Healy-Plotkin, President

a. Introduction of guests/visitors: None
b. Changes/additions to the agenda: None
c. Requests to address the Board: None

Approval of previous meeting minutes: 08/27/2020

a. Motion: K. Williams moved approval. N. Long seconded.
b. Changes or corrections: None
c. Vote: Motion carried.

Bills for Payments: K. Goeden noted the bills for payment amount is $795,775.28

a. Motion: B. Clendenning moved approval of the bills for payment. F. Cherney seconded.
b. Discussion: None
c. Vote: Motion carried.

Financial Statements: K. Goeden provided a brief overview of the financial statements. M. Nelson inquired whether the WLA office had been rented. No, it has not. There were a couple of interested parties, but the amount they were willing to pay in rent was not equal to the amount SCLS is charged by St. John's Properties.

Presentation: Annual 2021 Budget & 2021 System Plan - M. Van Pelt & K. Goeden

Committee Reports:

a. Advocacy: A. Weier noted ALA is encouraging folks to contact their senators about approving funding for library broadband access.
b. Budget & Finance: Recommend approval of 2021 Budget and documents.

Action Items:

a. Approve 2021 Organizational Chart.
i. Motion: A. Weier moved approval of the 2021 Organizational Chart. N. Long seconded.

ii. Discussion: M. Van Pelt noted the only change is that Shawn Brommer received a title change to Community Engagement and Youth Services Consultant.
iii. Vote: Motion carried.

b. Approve 2021 Wage Grid:
i. Motion: M. Nelson moved approval of the 2021 Wage Grid. P. Cox seconded.
ii. Discussion: None
iii. Vote: Motion carried

c. Approve 2021 Budget and Notes:
i. Motion: M. Furgal moved approval of the 2021 Budget and Notes. K. Williams seconded.
ii. Discussion: R. Nelson inquired about the line item adding Marathon County to the System. M. Van Pelt noted it was added in case they do join SCLS. The Marathon County Library Task Force meeting and board meeting were attended by M. Van Pelt and she noted it was the first time the task force heard from the Marathon library staff as well as the financial analysis. Is it going to cost more or less for Marathon to join SCLS? The answer from Marathon staff was that it will cost $100,000 more to be a member of SCLS rather than WI Valley Library System, but they projected to save $200,000 in salaries and benefits if they join SCLS because some Marathon staff would be retiring and would not be replaced. Does SCLS have a voice if they want Marathon to join the system? SCLS does not have a choice but we will receive approximately $365,000 more in state aid if they do join. M. Van Pelt will provide a review of the Marathon County process at the November board meeting.
iii. Vote: Motion carried

d. Approve 2021 System Plan:
i. Motion: N. Long moved approval of the 2021 System Plan. M. Nelson seconded.
ii. Discussion: None
iii. Vote: Motion carried

e. Approve agreement with Keller Inc.:
i. Motion: P. Cox moved approval of the agreement with Keller Inc. M. Furgal seconded.
ii. Discussion: K. Goeden noted this contract is for the preliminary needs assessment and design draft. Once the contract is signed, Keller, Inc. will begin a formal needs assessment, start looking at sites, and draft a generic building design. A different contract will be presented to the board for construction plans.
iii. Vote: Motion carried

SCLS Foundation Report: M. Van Pelt noted the portfolio is doing well. A spring fundraiser is being researched. A thank you video is being prepared to present at the All Directors meeting in November to acknowledge the work the libraries have done during the COVID outbreak. If any SCLS board members would be interested in creating a short cell phone video as well, please send that to M. Van Pelt or Mark Ibach by October 8th.

System Director's Report: You may view the System Director report online. M. Van Pelt noted a web page has been created for all the library visit reports. DPI is applying for $2.5 million additional aid in 2022. The DPI assistant superintendent is saying that libraries and library systems will be held harmless on statistics. The 2020 numbers will not affect the counties until 2023.

Discussion:

Administrative Council (AC) Report: Met September 17, 2020. You may view the minutes online.

Other Business:

a. Appoint Nomination Committee for 2021 Board Officers. M. Furgal volunteered to serve as chair of the nomination committee. F. Cherney and B. Clendenning volunteered as well. All seats will need to be filled. The duties of the positions of the board may be found in the bylaws posted online:

Article V.

Section 1—Officers of the System Board shall be President, Vice-President, Secretary and Treasurer, elected for one-year terms by the System Board from its membership. A nominations committee, with each member from a different county insofar as is practicable, shall be appointed by the President of the Board and approved by the full Board no later than November of each year to propose a slate of officers to be considered for election at the January meeting.

Section 2—The President of the System Board shall not serve for more than two consecutive years in the same office after the adoption of these By-Laws, unless continuance in such office is recommended by the nominating committee. No other member of the System Board shall serve for more than four consecutive years in the same office after the adoption of these By-Laws, unless continuance in such office is recommended by the nominating committee.

Article VI

Section 1—The President. Article VI—Duties of Officers a. The President shall preside at meetings of the System Board and the Executive Committee, conduct the same according to the rules adopted, enforce due observation of the By-Laws, decide all questions of order subject to an appeal to those present at the meeting, sign all official documents, and perform all customary duties pertaining to the office of the President. b. The President shall serve on the Executive Committee. c. The President shall be an ex-officio voting member of all other committees.

Section 2—The Vice-President. a. The Vice-President shall assist the President in the performance of duties and conduct meetings in the President's absence. In the event of a vacancy in the office of the President, the Vice President shall assume the duties of the office until the annual organization meeting of the Board. b. The Vice-President shall serve on the Executive Committee, and as a member of the Budget and Finance Committee.

Section 3—The Secretary. a The Secretary shall co-sign official documents as is required, take the minutes of the Board when it sits in closed session pursuant to s.19.85 Wisconsin Statutes, and perform all other customary duties pertaining to the office on direction of the President. b. The Secretary shall serve on the Executive Committee.

Section 4—The Treasurer. a. The Treasurer shall co-sign official documents as required and serve as a member of the Budget and Finance Committee. b. The Treasurer shall serve on the Executive Committee.

Section 5—Other Duties of Officers In addition to the foregoing duties, officers shall have such power and perform such duties as may be conferred upon them by the System Board.

Information Sharing: None

Adjournment: 1:17 p.m.

For more information about the Board of Trustees, contact Martha Van Pelt

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