

Draft
South Central Library System Board of Trustees Minutes
8/27/2020, 12:15 p.m.
4610 S. Biltmore Lane, Suite 101, Madison, WI 53718
Meeting held remotely via BlueJeans

Action Items:

Approved the Building Needs Assessment Work Group Builder Recommendation

Approved the 2021 Continuing Education Agreement with Arrowhead Library System

Present: F. Cherney, J. Chrisler, P. Cox, B. Clendenning, N. Foth, M. Furgal, J. Healy-Plotkin, J. Honl, N. Long, M. Nelson, G. Poulson, T. Walske, A. Weier, K. Williams

Absent: N. Brien

Excused: M. Meloy, K. Michaelis

Recorder: H. Moe

SCLS Staff Present: M. Van Pelt, C. Baumann, 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: 07/23/2020

- 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 \$138,790.21

- a. Motion: A. Weier moved approval of the bills for payment. K. Williams seconded.
- b. Discussion: None
- c. Vote: Motion carried.

Financial Statements: K. Goeden provided a brief overview of the financial statements.

Presentation: None

Committee Reports:

- a. Advocacy: No report
- b. Budget & Finance: Recommendation to approve 2021 Budget and documents in September: N. Long noted the committee met August 18th to review the 2021 budget. Formal approval will come before the board in September. The anticipated state aid will be about the same as last year. There are some changes regarding Bibliotheca which will result in a decrease in revenue because SCLS will not be involved in the billing process. The budget is largely expected to stay the same, except for some delivery vehicle purchases.

Action Items:

- a. Approve Building Needs Assessment Work Group builder Recommendation:** The Work Group selected Keller as the design builder for the SCLS facility.
- i. Motion: N. Foth moved approval of the recommendation from the BNAW to hire Keller as the design builder for the new SCLS facility. SCLS will contact Keller to let them know that they have

been selected and a contract will come before the board for signature in October. K. Williams seconded.

ii. Discussion: It will be at least 3 years before we move out of the current SCLS building and the work group will lay out a timeline over the next few years. The budget to build the new building will be \$5 million dollars. G. Poulson inquired what the strong points were for selecting Keller. K. Goeden noted they are a design build company with ample experience in publicly bidding projects, design conscious, local company from Sun Prairie, they provided figures on paper, and the site visit offered the visualization of how our building could be with a garage, staff lounge, meeting space, offices, etc. and the layout matched what would work for SCLS. An evaluation matrix was created by the BNAW and Keller rated the highest in the areas of on-site assistance, zoning, communication, tools for design and build process, etc. N. Long inquired how many other library systems own their own building. M. Van Pelt noted the Nicolet Library System and IFLS are the only two in Wisconsin. Will Keller will be responsible for all phases of the project from beginning to end? Yes.

iii. Vote: Motion carried.

b. Approve 2021 Continuing Education Agreement with Arrowhead Library System:

i. Motion: G. Poulson moved approval. K. Williams seconded.

ii. Discussion: None

iii. Vote: Motion carried

Discussion:

C. Baumann provided an update on delivery. You may view the details in his report to the board.

J. Healy Plotkin noted that Trustee Training is this week and daily hour long webinars are available. The recordings are posted to the SCLS website and are available to view.

J. Healy-Plotkin noted the Madison Public Library has a partnership with the City of Madison where patrons can drop off their ballots to a city clerk at the library. This is a local municipality decision whether other libraries can provide this.

J. Healy-Plotkin noted M. Van Pelt has been the SCLS Director for 10 years and provided an overview of her many accomplishments over the years. Happy 10 years work anniversary to Marty! M. Van Pelt thanked the SCLS board for their support over the years.

SCLS Foundation Report: M. Van Pelt noted the Superior Public Library has joined the foundation with a \$75,000 contribution. The Cedar Grove Library will vote in early September whether they will join the SCLSF. The first electronic foundation newsletter was posted to the foundation website and it will be available four times a year. The Cornerstone event this year will be virtual.

System Director's Report: You may view the System Director report online. M. Van Pelt noted Marathon County has extended their research until December 2020. The Mt. Horeb Public Library is now fine free. Lily Friedrich is the new director at the LaValle Public Library. SCLS Headquarter staff now have the ability to have their work phone calls forwarded to their home phone numbers.

P. Cox inquired if there was a way to change how the member library visit reports are provided. It was suggested all the reports be put in one place on the website with a link to the board agenda. M. Van Pelt will consult with the technology team to determine how to provide this to the board.

Administrative Council (AC) Report: Met August 20, 2020. You may view the minutes online.

Other Business:

Information Sharing: A. Weier thanked the building Needs Assessment Work Group for their dedicated and efficient process for selecting a builder.

Adjournment: 1:17 p.m.

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

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