

**South Central Library System Board of Trustees Minutes**  
**9/23/2021, 12:15 p.m.**  
**4610 S. Biltmore Lane, Suite 101, Madison, WI 53718**  
**Meeting held remotely via BlueJeans & in person**

**Action Items:**

**Approved the 2022 Organizational Chart**  
**Approved the 2022 Wage Grid**  
**Approved the System Director 2022 Salary**  
**Approved the 2022 Budget and Notes**  
**Approved the 2022 System Plan**

**Present:** B. Clendenning, P. Cox, S. Elwell, S. Feith, N. Foth, M. Furgal, J. Healy-Plotkin, J. Honl, N. Long, M. Nelson, R. Nelson, G. Poulson, T. Walske, K. Williams, S. Lee

**Absent:** N. Brien

**Excused:** J. Chrisler

**Recorder:** H. Moe

**SCLS Staff Present:** M. Van Pelt, K. Goeden

**Call to Order:** 12: 18 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:** 8/26/2021

- a. Motion: M. Nelson moved approval of the 8/26/2021 minutes. J. Honl seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

**Bills for Payments:** The payment amount is \$430,445.03

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

**Financial Statements:** K. Goeden provided an overview of the financial statements.

**Presentation: Annual 2022 Budget & 2022 System Plan: M. Van Pelt & K. Goeden:**

**Committee Reports – Part 1:**

- a. Personnel and Budget & Finance – M. Furgal noted the committee reviewed the 2022 budget and notes as well as the system director salary increase of 5% plus any approved wage grid adjustment and staff bonus. The committees recommend approval of all.

**Action Items**

**a. 2022 Organizational Chart**

- i. Motion: G Poulson moved approval of the 2022 Organization Chart. N. Long seconded.
- ii. Discussion: Correct Public Library Admin Consultant to LTE
- iii. Vote: Motion carried.

**b. 2022 Wage Grid**

- i. Motion: M. Nelson moved approval of the 2022 Wage Grid. N. Foth seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

**c. System Director 2022 Salary**

- i. Motion: G. Poulson moved approval of the System Director 2022 Salary. S. Elwell seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

**d. 2022 Budget and Notes**

- i. Motion: M. Furgal moved approval of the 2022 Budget and Notes. J. Honl seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

**e. 2022 System Plan**

- i. Motion: M. Furgal moved approval of the 2022 System Plan. S. Elwell seconded.
- ii. Discussion: None
- iii. Vote: Motion carried.

**Committee Reports – Part 2:**

**a. Advocacy**

- i. B. Clendenning and M. Furgal shared their advocacy stories.

M. Furgal noted fundraising events for Monroe raised \$1.7 million toward remodeling the library. The events included a \$50,000 matching grant from the Swiss Colony and Klondike Cheese, as well as the “100 women pledge” to donate 100 dollars for 10 years (over 140 women participated).

B. Clendenning is a supervisor for WI Rapids and has been in town government for 34 years. He is advocating for all supervisors in the 71 counties to be contacted about advocacy for their local libraries. He also recommended Susan Feith join the SCLS board, which she did!

K. Williams noted the committee met and are looking at focusing on the next steps. S. Elwell is looking into podcasts, M. Furgal will continue with legislative issues, and K. Williams is working toward building community resilience. She is also going to write an article in a monthly publication and is encouraging town supervisors to tell their neighbors to use their libraries. N. Long suggested sharing the articles that K. Williams will be creating with the WI Municipalities.

b. Bylaws: G. Poulson noted the committee met and discussed several revisions and improved language. Some questions need to be clarified and some items redrafted. The committee will meet prior to the board meeting next month to finalize the document to present to the board and vote on the revisions at a future meeting.

**SCLS Foundation Report:** M. Van Pelt noted she and Janet Pugh, Mike Furgal and Mary Nelson attended the Cornerstone event on 9/20 at the Bullseye Golf Course in Wisconsin Rapids. 12 members from the libraries were in attendance as well as the Wood County Board chair. M. Van Pelt provided a foundation presentation to the Randolph library board and will be providing another presentation to the Johnson Creek Library. The Prairie du Sac Library joined the foundation.

The next Cornerstone event will be 10/7 at Buck and Honey’s in Monona from 5:30 – 7:30.

**System Director's Report:** You may view the System Director report online. M. Van Pelt attended the Marathon County Library Board of Trustees meeting and noted they voted to delay the vote whether to leave

WVLS for another year. In the meantime, WVLS will be on probation to resolve outstanding service issues. The Marathon County Library staff and members of the board will create criteria for the 1 year review.

There are director openings at Sauk City, Randolph, Wyocena, and New Glarus. S. Elwell inquired who takes the place of the director until one is hired. SCLS recommends an Interim Director be assigned. We have a list of retired directors that may be able to fill in. Libraries should have a plan in place for when a director leaves, but SCLS does help to ensure things are done correctly and provide guidance to the Interim Director. The member library board is responsible for hiring directors, not SCLS. A recent trustee training week covered this topic. All of the videos are on the archive of Trustee Training Week here:

<https://www.wistrusteetraining.com/archive>

The loan for the new building was approved.

The WLA conference will be held in Green Bay in November. You may register online at [wisconsinlibraries.org](http://wisconsinlibraries.org). Many of the programs will be streamed so you do not have to be on site to view the presentations.

**The November board meeting is Friday, November 18<sup>th</sup> due to the Thanksgiving holiday.**

**Discussion: None**

**Administrative Council (AC) Report:** Met 9-16-2021. You may view the minutes online.

**Other Business:**

- a. Appoint Nomination Committee for 2022 Board Officers: K. Williams, T Walske, and S. Elwell volunteered to serve on the nomination committee. The slate of officers will be presented at the December meeting.

**Information Sharing:** N. Long shared her concern of the stress the directors of small libraries are experiencing in Columbia County and inquired how SCLS may be able to help them. Some of the things SCLS is providing now is: training on COVID anxiety and management on a personal level, ARPA grant funds (a survey is being sent to the libraries inquiring what they would like the funds to go toward), and SCLS is providing an additional \$100,000 to the member libraries in 2022.

**Adjournment:** 1:16 p.m.

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

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