



OFFICE OF THE CITY CLERK

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**SUN PRAIRIE PUBLIC LIBRARY BOARD
MEETING MINUTES
THURSDAY, JUNE 9, 2011
5:00 PM**

CONFERENCE ROOM

1. Call to Order, Roll Call
 - Hooser called the meeting to order at 5:02pm.
 - Roll Call, Present: Don Hooser, Rebecca Renk, Anne Kienitz, Mike Kostelnik, Christine Fugelseth, Jacki Martindale, Margene Anderson, Patricia Harrington.
 - Absent: Brent Benjamin.
 - Tracy Herold, Ryan Hellenbrand, Debbie Bird and Mayor John Murray.
2. Approval of minutes from March 10, 2011 and May 12, 2011 meetings
 - Motion: to approve the March 10, 2011 minutes
 - Renk (1); Harrington (2); motion passed unanimously
 - Motion: to approve the May 12, 2011 minutes
 - Renk (1); Kienitz (2); motion passed unanimously.
3. Bills presented for payment (To Be Distributed)
 - Motion: to approve payment of bills.
 - Kienitz (1); Fugelseth (2); motion passed unanimously.
4. Citizen Appearances/Public Comment
 - None.
5. Business of Board President
 - None.
6. Staff Reports
 - Bird presents her volunteer orientation.
 - Herold attended a summit involving PTFS earlier today and will report on it next meeting.
 - Herold presented the letter of grievances surrounding KOHA that was recently sent to SCLS.
7. Committee Reports
 - a. Finance Committee
 - Will meet in July prior to the next board meeting.
 - b. Policy Committee
 - Will meet in July.
 - c. PR/Marketing Committee
 - Will meet at the end of the year.
 - d. Garden Committee
 - Will be setting up a meeting soon.

- e. Friends
 - Meet on Monday, June 20, at 4:30pm.
- f. Foundation
 - Met last month. The Bylaws were successfully changed and updated. The new rules will take effect in January. Next meeting is on Tuesday, July 19.

UNFINISHED BUSINESS:

- 8. Consideration and Discussion of mayoral library appointments
 - Mayor John Murray introduces himself.
 - Murray requests that for future appointments the library provide him with all applicant forms. The library is welcome to attach a sentence to each application explaining the library's opinion on that individual.

NEW BUSINESS:

- 9. Consideration and Discussion of election of Board officers
 - Motion: to nominate Don Hooser as President, Patricia Harrington as Vice President and Brent Benjamin as Finance Secretary.
 - Renk (1); Kienitz (2); motion passed unanimously.
- 10. Consideration and Discussion of committee/liaison appointments: Policy, Finance, Personnel, Friends, Foundation
 - Hooser makes the following appointments:
 - Christine Fugelseth as Policy Committee chair. Patricia Harrington, Jackie Martindale and Rebecca Renk appointed to the Policy Committee.
 - Brent Benjamin as Finance Committee chair. Mike Kostelnik, Margene Anderson and Anne Kienitz appointed to the Finance Committee
 - Anne Kienitz to the Personnel Committee with himself.
 - Jackie Martindale as Friend liaison.
 - Rebecca Renk as Foundation liaison.
 - Patricia Harrington as Garden Committee chair. Don Hooser, Christine Fugelseth, Jacki Martindale appointed to the Garden Committee.
 - Rebecca Renk as PR/Marketing Committee chair. Margene Anderson appointed to the PR/Marketing Committee.
- 11. Consideration and Discussion of 2011/2012 budget committee
 - The City asked each department to look at a 3% cut for the remainder of this year.
 - Hooser appoints Brent Benjamin along with himself to the Budget Committee. Christine Fugelseth will be an alternate
- 12. Consideration and Discussion of storage shed on library property
 - Building and Maintenance would like to bring an existing shed to the library to provide more storage space. They will transfer it themselves and paint it with no cost to the library.
 - Motion: to accept the installation of the storage shed on library property unless Herold finds it to be unseemly.
 - Renk (1); Kostelnik (2); motion passed unanimously.
- 13. Consideration and Discussion of Memo of Understanding between Madison Community Foundation and Dane County Libraries for National Endowment of the Humanities grant
 - Each library will be tasked with raising \$10,000 to take part in the grant.
 - Motion: to get the approval of the Friends and Foundation and bring back to the board for final approval prior to signing the agreement.
 - Harrington (1); Renk (2); motion passed unanimously.
- 14. Consideration and Discussion of Sun Prairie Area School District request for an information table in the lobby
 - Concern is raised over the motivation behind this table, especially in respect to local elections.

-Motion: to allow the SPASD to apply for use of a meeting room but not the lobby for an information table. The SPASD will also be barred from using a meeting room for this purpose during the election season from January through April and during any other special elections.

-Fugelseth (1); Kostelnik (2); motion passed unanimously.

REFERRALS:

15. Items to be referred to staff or committees for review or action.

-None.

16. Adjournment

-Motion: to adjourn the meeting at 7:39pm.

-Harrington (1); Fugeleth (2); motion passed unanimously.

Submitted by:

Ryan Hellenbrand, Library Secretary

Don Hooser, Library Board President: _____