



## OFFICE OF THE CITY CLERK

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### SUN PRAIRIE PUBLIC LIBRARY BOARD MEETING MINUTES THURSDAY, DECEMBER 10, 2009 5:00 PM CONFERENCE ROOM

1. Call to Order, Roll Call
  - Monika Van Rossum called the meeting to order at 5:04 pm.
  - Board Members Present: Monika Van Rossum, Susan Young, Don Hooser, Christine Fugelseth, Rodney Weber, Barbara Reindl (5:06).
  - Absent: Anne Kienitz, Patricia Harrington, Rebecca Renk.
  - Tracy Herold, Ryan Hellenbrand, Pearl Mosier, Frank Pennypacker, Nikki Newberry.
2. Approval of minutes from November 12, 2009 meeting
  - Motion: to approve the November 12, 2009 minutes.
  - Weber (1); Fugelseth (2); motion passed unanimously.
3. Bills presented for payment (To Be Distributed)
  - Motion: to approve payment of bills.
  - Weber (1); Fugelseth (2); motion passed unanimously.
4. Citizen Appearances/Public Comment
  - None
5. Business of Board President
  - None.
6. Staff Reports
  - The library has been notified that T1Mobile is interested in erecting a tower near the community garden
  - A public meeting will be held in 2-3 weeks to discuss the proposal.
7. Committee Reports
  - a. Finance Committee
    - Will meet Thursday, January 14<sup>th</sup> at 4pm.
  - b. Policy Committee
    - Did not meet yesterday due to the snow closure. Will be rescheduled prior to the next board meeting.
  - c. PR/Marketing
    - Will meet in January or February.
  - d. Friends
    - Nikki Newberry is heading the Friends' PR work.
    - Will meet Monday, December 21<sup>st</sup> at 4:30pm
  - e. Foundation
    - Met on Tuesday, November 17<sup>th</sup>.
    - Donations are coming in from the mailing sent out last month.
    - The Foundation's finance committee is set to meet on December 16<sup>th</sup> at 6pm.
    - Will meet again in January.

**UNFINISHED BUSINESS:**

8. Consideration and discussion of Circulation Policy
  - Policy Committee did not meet; will be moved to January's agenda.
9. Consideration and discussion of Meeting Room Policy
  - Policy Committee did not meet; will be moved to January's agenda.
10. Consideration and discussion of LINK dissolution and proposed new SCLS technology governance structure
  - Paul Evert reviewed and approved the new structure.
  - Debbie Bird was elected to the ILS Committee and Tracy Herold was elected to the Administrative Council.
  - Motion: to approve the new SCLS technology governance structure.
  - Weber (1); Fugelseth (2); motion passed unanimously.
11. Consideration and discussion of request for funds from Sun Prairie Public Library Foundation
  - Approximately \$3,000 is designated for the library.
  - The money is being looked at for use in the Children's area. Library staff are looking into creating an early literacy area and getting rid of the ramp and radiator due to hazard.
  - Susan Young suggests that the money for removing the ramp and radiator be taken out of the Facility Replacement Fund.
  - Motion: to request the monetary allotment for 2009 from the Sun Prairie Public Library Foundation.
  - Reindl (1); Weber (2); motion passed unanimously.
  - Tracy Herold will get a quote from Dennis Allen concerning the Children's Area for January's meeting and budgeting will be put on the agenda in February.

**NEW BUSINESS:**

12. Adjourn to closed session pursuant to Wisconsin State Statutes 19.85(1)(c) for consideration and discussion of Library Director's year-end review
  - Motion: To adjourn to closed session pursuant to Wisconsin State Statutes 19.85(1)(c) for consideration and discussion of Library Director's year-end review.
  - Weber (1); Fugelseth (2); motion passed unanimously.
13. Return to open session for discussion and possible action regarding the closed session matter
  - No action taken.

**REFERRALS:**

14. Items to be referred to staff or committees for review or action.
  - Set date for Policy Committee meeting prior to January's board meeting.
  - Discuss item check out cap limit at next Administrative Council meeting.
  - Report on Tracy Herold's Chicago conference trip at January's board meeting.
15. Adjournment
  - Motion: to adjourn the meeting at 6:09 pm.
  - Weber (1); Fugelseth (2); motion passed unanimously.

Submitted by:

Ryan Hellenbrand, Library Secretary

Monika Van Rossum, Library Board President: \_\_\_\_\_