

SUN PRAIRIE PUBLIC LIBRARY BOARD
MEETING MINUTES
Thursday, June 9, 2022
6 PM
Library Community Room

1. Call to Order, Roll Call
 - a. Rex Owens called the meeting to order at 6:03 p.m.
 - b. Present: Rex Owens, Mary Bell, April Brazier, Mark Chin, Emily Lindsey, Sandy Pittelli, Rohit Vaidya, Jayden Yamoah
 - c. Absent: Steve Stocker, Darreon Steward
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Theresa Stevens, Gary Hebl
2. Volunteer Sign-In Sheet
 - a. The sign-in sheet was distributed.
3. Approval of minutes
 - a. **MOTION: To approve the May 12, 2022 minutes.**
 - b. Bell (1); Lindsey (2); motion passed.
4. Bills Presented for Payment (\$3,220.94)
 - a. **MOTION: To approve payment of the bills**
 - b. Lindsey (1); Vaidya (2); motion passed
5. Citizen Appearances/Public Comment
 - a. None
6. Business of Board President
 - a. Introduction of Student Trustee (Jayden Yamoah)
7. Library Director Report
 - a. **MOTION: To move up item 9A on the agenda**
 - i. Bell (1); Lindsey (2); motion passed.
 - ii. Discussion turned to item 9A at this point.
 - b. Update on Story Walk Project
 - i. Stevens was contacted by an Eagle Scout who can assist with the project as well as the Friends of the Sun Prairie Parks. The Eagle Scout is the first female Eagle Scout in Sun Prairie. The project will be completed by the end of July.
 - c. Librarian Reports
 - i. Hetzler reported. Over 600 attendees were at the Summer Reading Kickoff Event. Over 1800 children are already signed up for the summer reading program and over 300 adults. There will be a Juneteenth Celebration on June 17th at the library, from 1:30-3pm. The Volunteer Appreciation Breakfast will be on June 24th.
8. Committee Reports
 - a. DEI Advisory Committee-Met today.
 - b. Facilities Committee-Did not meet.
 - c. Finance Committee-Did not meet

- d. Personnel Committee-
 - i. **MOTION: To move items in 8D to 8E.**
 - ii. Bell (1); Lindsey (2); motion passed.
- e. Policy Committee
 - i. Consideration, Discussion and Possible Action on Internet & Computer Policy and Wireless Policy
 - 1. **MOTION: To approve the Internet & Computer Policy**
 - 2. Bell (1); Lindsey (2); motion passed
 - 3. **MOTION: To approve the Wireless Policy**
 - 4. Bell (1); Brazier (2); motioned passed.
- f. Strategic Planning Committee-Pittelli reported.
- g. Friends-Owens reported.
- h. Foundation-Stevens reported. Over \$20,000 was raised at the Gala!

9. UNFINISHED BUSINESS:

- a. Consideration, Discussion and Possible Action on Kind Fund (Gary Hebl, Attorney)
 - i. Attorney Gary Hebl attended the meeting and spoke with the Library Board regarding the process of altering the terms of the Kind Fund or terminating it.
 - ii. The Library Board could petition Dane County probate court to ask for termination of the trust. There would need to be a similar petition to alter the elements of the trust.
 - iii. The board discussed further action. Staff will develop language for the proposal and bring it to the next meeting for discussion.
 - iv. Discussion returned to item 7 at this point.
- b. Consideration, Discussion and Possible Action on Naming Rights and Locations for Capital Campaign
 - i. The Read Before Book Store and Café space should be removed as it's a trademarked name. Stevens asked if a small plaque with the donor's name could be in the space, while not altering the name of the book store. The Board agreed this was acceptable.
 - ii. **MOTION: To make an amendment to the Naming Rights and Locations document.**
 - iii. Bell (1); Chin (2); motion passed.
 - iv. Hetzler suggested adding the Staff Break room to the list. The Board agreed.
 - v. **MOTION: To approve the list as amended.**
 - vi. Vaidya (1); Pittelli (2); motion passed.

10. NEW BUSINESS:

- a. Consideration, Discussion and Possible Action on Kind Fund Transfer
 - i. **MOTION: To transfer the Kind Fund cash reserves at Edward Jones into a 3 month CD and roll them into another 3 month CD if interest rates don't improve.**
 - ii. Bell (1); Vaidya (2); motion passed. Chin abstained.
- b. Consideration, Discussion and Possible Action on 2023 Budget Initiatives
 - i. **MOTION: To approve the 2023 budget initiatives**
 - ii. Lindsey (1); Vaidya (2); motion passed.
- c. Consideration, Discussion and Possible Action on Election of Officers

- i. Eliminating the role of Financial Secretary was discussed. The Bylaws will be reviewed at the next meeting.
- ii. Owens and Bell wish to continue their roles as officers.
- iii. **MOTION: To close nominations.**
- iv. Lindsey (1); Vaidya (2); motion passed.
- v. **MOTION: To elect Owens as President and Bell as Vice President.**
- vi. Vaidya (1); Chin (2); motion passed.

d. Consideration, Discussion and Possible Action on Committee Assignments

- i. The current committee assignments are as follows:
 1. Policy: Bell – Chair, Pittelli, Lindsey
 2. Finance: Chin – Chair, Vaidya
 3. Facilities: Chin, Brazier
 4. Personnel: Bell – Chair, Chin, Lindsey
 5. Strategic Planning: Pittelli – Chair, Vaidya, Lindsey, Brazier
 6. DEI Advisory: Vaidya, Steward
- ii. **MOTION: To approve the current committee assignments as outlined in the Trustee Roster.**
- iii. Bell (1); Pittelli (2); motion passed.

11. Referrals

- a. Hetzler will work on wording for the proposed changes to the Kind Fund.
- b. Changes to the Bylaws will be added to the July meeting agenda.

12. Adjournment

- a. **MOTION: To adjourn at 7:05 pm**
- b. Lindsey (1); Brazier (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Rex Owens, Library Board President _____

