

Sun Prairie Public Library Diversity, Equity, and Inclusion 2022 Report

About the Diversity, Equity, and Inclusion Advisory Committee

The DEI Advisory Committee of the Sun Prairie Public Library Board traces its origins to the intentional efforts of the Library to become a place of belonging for the community where all identities are respected and affirmed. The Library has increasingly focused on topics of inclusion and inclusive services through work on the guiding principles expressed in the mission, vision, and core values. In 2020, the Sun Prairie Public Library took action during a period of national reflection after racially-motivated tragedies by forming the Urban SUN Black Voices Book Club and adopting a Racial Literacy Plan. The Urban SUN Black Voices Book Club centers Black voices and provides opportunities for community discussions. The Racial Literacy program focuses on providing learning opportunities to staff and community members to identify and counter systemic racism.

In the Spring of 2021, the Library Board invited South Central Library System consultants, Shawn Brommer and Mark Jochem, to orient the board to inclusive services and practices. At the orientation sessions, Library Board members were introduced to the Inclusive Services Assessment and Guide for Wisconsin Public Libraries (the Assessment and Guide). The Assessment and Guide is a tool developed by Wisconsin public library staff and the Wisconsin Department of Public Instruction to assist public libraries in assessing their inclusive services practices. The Library Board took inventory of areas of inclusive governance and strategized ways to become more inclusive.



“Everyone feels represented and they know they belong at our library—community members feel safe and welcomed here.”



Throughout the Spring and Summer of 2021, the Library Board laid groundwork for the formation of the DEI Advisory Committee. The Library Board considered priority areas for a committee to view and advise through a DEI lens: library policy review and library building expansion planning. The DEI Advisory Committee was formed by the Sun Prairie Public Library Board in July 2021. The application to join the DEI Advisory Committee was opened to the community in Fall 2021. The DEI Advisory Committee is

“The library sees and represents the humanity of our community.”

authorized and supported by the Sun Prairie Public Library Board Bylaws adopted at the September 9th, 2021 Library Board Meeting.

The Bylaws of the DEI Advisory Committee are as follows:

Responsibilities of the Diversity, Equity and Inclusion Committee (composed of a minimum of five members to include a minimum of three Sun Prairie citizens, one library staff member and one library board trustee):

- Understand and advocate for inclusive library services and resources.
- Provide opportunities for staff for training in issues of diversity and inclusion.
- Set annual goals and assess activities for the Committee.
- Assess diversity, equity and inclusion activities and make recommendations to the Library Board in a timely manner.

Seven members of the Committee were confirmed in October 2021. The DEI Advisory Committee began meeting with the Library Board Policy Committee in November 2021. Since November 2021, the joint Policy Committee and DEI Advisory Committee meetings have reviewed fourteen library policies.



“You can be who you are here without any judgment by staff and other users.”

At the joint Policy Committee and DEI Advisory Committee meeting in March 2022, South Central Library System consultants, Shawn Brommer and Mark Jochem met with the committee to assist with planning their work. They proposed a work plan and timeline for the committee to form its structure. At committee meetings in April and June 2022, Shawn and Mark led the committee through a strategic planning exercise: SOCR (Strengths, Opportunities and Assets, Culture, and Results). The SOCR exercise assisted with identifying inclusive services and practices that the Sun Prairie Public Library is engaged in, and values and vision for a community of belonging.

Committee Charge and Definition

The Diversity, Equity, and Inclusion (DEI) Advisory Committee to the Sun Prairie Public Library Board affirms infinite identities, infinite combinations of identity, infinite growth, and infinite possibilities. The committee helps the library board, administration, and staff identify opportunities for community members to feel brave and authentic in their interactions with Sun Prairie Public Library facilities, library representatives, programs, materials, and services.

The Diversity, Equity, and Inclusion Advisory Committee advises the Sun Prairie Public Library Board and staff on practices to ensure that all community members feel welcomed, seen, and safe when they visit the library; attend library programs; use library resources; interact with library staff, administration, and volunteers; and connect with all services that the library provides.

The committee recognizes the strengths of our community: we are aware of the wisdom and unique strengths that our neighbors and all Sun Prairie residents possess. We bring this awareness to our discussions with the Library Board and provide insights on practices that ensure that all community members know that they belong and are represented by all library services. Additionally, the committee will identify areas of bias in library services and will recommend solutions to ensure that diversity, equity, and inclusion are at the center of all library activities.

The work of the DEI Committee is supported by and supports the Sun Prairie Public Library's Mission, Vision, and Core Values.

- The official name is the Diversity, Equity, and Inclusion Advisory Committee.

The Diversity, Equity, and Inclusion Committee contributes to a shared sense of welcoming and belonging within the library and its relationship with all residents in Sun Prairie. To support its charge, committee service examples include:

- Examining library policies and plans for bias and barriers. To date, the DEI Advisory Committee has reviewed the following policies and documents:
 - Discussion Rooms Policy
 - Library Operations Policy
 - Inclement Weather Policy
 - Epidemic & Health Emergency Policy
 - Circulation Policy
 - Volunteer Policy
 - Collection Development Policy
 - Programming Policy
 - Bulletin Board Policy
 - Donation Procedure and Gift Policy
 - Naming Rights Policy
 - Meeting Rooms Policy
 - Purchasing Policy
 - Internet & Computer Policy
 - Wireless Policy
 - Introduction to the Policy Manual
 - Bylaws
- Introducing solutions to eliminate bias and barriers.
- Identify opportunities to expand the library's collection and programs to include more perspectives.
- Participate in strategic planning sessions and surveys.
- The experience of Belonging is at the core of the committee's work.
- The committee defines Diversity, Equity, and Inclusion in relation to public library service as:
 - Diversity means representing:
 - All members of the Sun Prairie community.
 - The entire community in the library's collections, programs, services, staff, and administration.
 - Equity means developing and reviewing:
 - Policies that are free from bias and barriers.
 - Procedures and practices, so that they are supporting the policies, in efforts to increase access.
 - Inclusion means ensuring:
 - The library is a place of welcome and belonging.
 - Opportunities are intentionally promoted and easily accessible for the entire community.



"The library shows people who we are as Sun Prairie."

Recommendations and Considerations for future committee actions (7/2022):

- Provide a library tour to all DEI committee members.
 - Continue to include the Committee in library policy reviews. The DEI Advisory Committee is especially poised to support the library's intellectual freedom efforts and ensure that library policies and practices protect intellectual freedom, curiosity, and inquiry.
 - Examine library practices to ensure that staff members experience welcoming and belonging environments while working at the library.
 - Examine marketing/publicity practices and make recommendations for additional ways to reach community members.
 - Consider physical and virtual accessibility issues.
 - Participate in expansion and renovation discussions with the facilities committee to support diversity, equity, and inclusion.
 - Provide connections to other community members.
 - Consider shifting DEI Advisory Committee to Library Board to DEI Advisory Committee to Library Director.
- The Library Director can report to the Library Board on behalf of the Committee.



"I want you to feel like you are stepping outside of Sun Prairie and stepping into a little bit of the world."

Recommendations for Sun Prairie Public Library Board and Staff:

- Share DEI commitments with all new library staff, board members, and volunteers.
- Share DEI commitments with all library presenters, performers, and others who are contracted to work with the library.
- Continue to recruit staff and Library Board members who represent the community the library serves.
- Create resources that library staff members can use when patrons challenge or question them about library materials, services, programs, or individuals in the building.



"My kids can learn how to play and work with other children from the community."

Sun Prairie Public Library DEI Advisory Committee: Leah Wilson, Brittanie Campbell-Turner, Krystal Johnson, Brianna Larson, Shenika Moss, Lucila Polo, Mark Schwingle, Rohit Vaidya, Chandu Vemuri, Lynn Montague (staff liaison)

Sun Prairie Public Library Board: Rex Owens, Mary Bell, Mark Chin, April Brazier, Krystal Johnson, Emily Lindsey, Sandy Pittelli, Steve Stocker, Rohit Vaidya, Suhani Pandey (Student Trustee), Jayden Yamoah (Student Trustee)

Sun Prairie Public Library Director: Svetha Hetzler



Sun Prairie Public Library

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