

SUN PRAIRIE PUBLIC LIBRARY BOARD
MEETING MINUTES
Thursday, June 12, 2025
6 PM
Remote Meeting

1) Call to Order, Roll Call

- a. Mary Bell called the meeting to order at 6 p.m,
- b. Present: Mary Bell, April Brazier, Mark Chin, Emily Lindsey, Maya Lisowe, Peter Smith, Steve Stocker, Rohit Vaidya, Julie Yang
- c. Absent: Sandy Pittelli, Krystal Johnson
- d. Also present: Svetha Hetzler, Jan Holmes, Kevin Johnson (FVM), Christy Monk, Scott Anderson, Rex Owens
- e. Volunteer Sign-In Sheet
 - a. The sign-in sheet was distributed

2) Approval of Minutes

- a) **MOTION: To approve the May 8, 2025 Minutes**
- b) Brazier (1); Chin (2); motion passed

3) Citizen Appearances/Public Comment

- a) None

4) Reports

a) Business of Board President

- i) None

b) Report from Student Trustees

- i) Lisowe reported. Sun Prairie Track sent about 30 kids to the State Track meet.
- ii) Yang reported. She attended the National Honor Society induction ceremony, where about 90 SPWHS Juniors were inducted.

c) Consideration, Discussion and Possible Action on Overall SPPL Remodel and Addition Construction Project

- i) Kevin Johnson reported on the progress of the project. The library is currently closed and staff and Coakley Brothers are in the process of moving collections and office spaces. Youth and Teen collections are being moved into their new locations, and the adult collection will be moved into temporary locations. We received our certificate of substantial completion for the addition. Final inspections of furniture are being made. Landscaping is in progress and plants are arriving. New asphalt will be laid next week for the new parking lot areas. Kraemer Brothers is installing a partition wall and some demo is underway. Artificial turf and handrails are now in place in the Amphitheater. The construction fence on the east side is coming down. The construction trailer is now west of the drive-thru book drops.
- ii) Christy Monk shared positive response to move in progress, especially shelf height.
- iii) Kevin Johnson presented a change order for the Library Board to review. Rehab of existing parking lot was always a part of the project but was omitted from construction documents. Our contractor needs additional compensation for this project, which would come out of the construction contingency budget. Parking lot renovation would require a one week closure in October. The proposed cost is \$191,1999.
- iv) **MOTION: To approve change order request as outlined.**
- v) Lindsey (1); Vaidya (2); motion passed.

d) Librarian Reports

- i) Hetzler reported. The current focus is on moving office spaces and collections. Adult Services will be hosting book clubs at the Westside Community Building.
- e) Committee Reports
 - i) Facilities Committee – Stocker reported.
 - ii) Personnel Committee – Did not meet
 - iii) Policy Committee – Met last month and will review items later in the agenda.
 - iv) Strategic Planning Committee – Did not meet.
 - v) Friends- Did not meet.
 - vi) Foundation- On Monday, 7/28 there will be a ribbon cutting for the Amphitheater.

5) UNFINISHED BUSINESS: None

6) NEW BUSINESS

- a) Bills Presented for Payment (\$3,166.46)
 - i) **MOTION: To approve the bills**
 - ii) Vaidya (1); Brazier (2); motion passed
- b) Consideration, Discussion and Possible Action on Programming Policy
 - i) **MOTION: To approve the changes to the Programming Policy**
 - ii) Lindsey (1); Brazier (2); motion passed
- c) Consideration, Discussion and Possible Action on Election of Officers
 - i) Emily Lindsey was elected President and April Brazier was elected Vice-President.
- d) Consideration, Discussion and Possible Action on Committee Assignments
 - i) Policy Committee – Bell (chair), Pittelli, Smith
 - ii) Facilities – Chin (chair), Brazier, Stocker
 - iii) Personnel -Brazier (chair), Bell, Vaidya
 - iv) Strategic Planning Committee – Pittelli, Vaidya, Smith, Library Staff
 - v) Friends Liaison – Smith
 - vi) Foundation Liaison – Lindsey
 - vii) **MOTION: To approve Committee Assignments**
 - viii) Brazier (1); Vaidya (2); motion passed.

7) Referrals

- a) None

8) Adjournment

- a. **MOTION: To adjourn at 7:30 pm**
- b. Chin (1); Brazier (2); motion passed.

Submitted by: Jan Holmes, Technology Coordinator

Emily Lindsey, Library Board President

