

**SUN PRAIRIE PUBLIC LIBRARY BOARD
MEETING MINUTES
Thursday, February 14, 2019
5:30 PM
CONFERENCE ROOM**

1. Call to Order, Roll Call
 - a. Rex Owens called the meeting to order at 5:30 pm
 - b. Present: Rex Owens, Ginger Baier, Mary Bell, Mark Chin, Emily Lindsey, Kenneth Wenzel (6:04pm), Tiffany Thiede,
 - c. Absent: Judy Eisinger
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Jan Holmes, Tracy Herold (Dane County Library Service), Jan Holmes
2. Volunteer Sign In Sheet
 - a. The Volunteer Sign In sheet was distributed.
3. Approval of minutes from January 10, 2019
 - a. **MOTION: To approve the January 10, 2019 minutes**
 - b. Lindsey (1); Bell (2); motion passed.
4. Bills Presented for Payment (To Be Distributed)
 - a. **MOTION: To approve payment of the bills.**
 - b. Bell (1); Lindsey (2); motion passed.
5. Citizen Appearances/Public Comment
 - a. None
6. SPASD Presentation
 - a. SPASD was not at the library board meeting. This item will be tabled.
7. DCLS Presentation
 - a. Tracy Herold, the director of Dane County Library Services, presented to the board. DCLS standards were discussed. According to 2018 Census Data, populations of the city and towns of Sun Prairie, Bristol, Burke, Cottage Grove, and York total a population of 55,100. The six categories of standards are hours, staff, public internet, materials expenditure, total items and items added. Hoopla is currently not accounted for in total items but will be for the next year.
8. Business of Board President
 - a. Owens discussed the Trustee Essentials binder. Going forward the binder will be digital.
 - b. The Library Strategies retreat is Wednesday, March 27th from 8am-3pm in the Library Community room.
 - c. Trustee Essentials Chapters 1 and 2 were discussed.
9. Library Director Report
 - a. Hetzler reported. Issues with the roof are being addressed. The website re-design is in its final stages of going live. Hetzler hopes by the next library board meeting it will be live.
10. Committee Reports
 - a. Finance Committee-Chin reported. The Finance committee met earlier today.

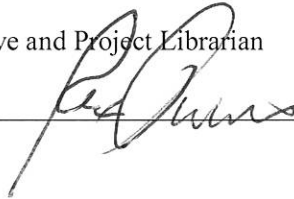
REFERRALS:

12. Items to be referred to staff or committees for review or action
 - a. Hetzler will check with Adam Schleicher about coming to a future meeting to discuss the parking lot.

13. Adjournment
 - a. **MOTION: To adjourn at 6:48 pm.**
 - b. Lindsey (1); Thiede (2); motion passed.

Submitted by Sarah Michaelis, Administrative and Project Librarian

Rex Owens, Library Board President

A handwritten signature in black ink, appearing to read "Rex Owens", is written over a horizontal line that extends across the page.