

**SUN PRAIRIE PUBLIC LIBRARY—  
JOINT POLICY AND DEI ADVISORY COMMITTEE  
MEETING MINUTES  
Thursday, February 10, 2022  
4:30 PM  
REMOTE**

1. Call to Order, Roll Call
  - a. Mary Bell called the meeting to order at 4:30pm
  - b. Present: Mary Bell, Sandy Pittelli, Brittanie Campbell-Turner, Brianna Larson, Lucila Polo, Mark Schwingle, Darreon Steward, Chandu Vemuri, Leah Wilson
  - c. Absent: Shenika Moss, Rohit Vaidya
  - d. Also Present: Svetha Hetzler, Sarah Michaelis, Steev Baker, Lynn Montague, Erin Williams Hart, Katelyn True, Donna Mackey, Marilyn Ruffin, Theresa Stevens
  
2. Approval of minutes
  - a. **MOTION: To approve the January 13, 2022 Minutes**
  - b. Pittelli (1); Bell (2); motion passed.
  
3. Citizen Appearances/Public Comment
  - a. None
  
4. Business of Committee Chairperson
  - a. None
  
5. Staff Report
  - a. None
  
6. Unfinished Business:
  - a. None
  
7. New Business:
  - a. Presentation of Urban SUN: Black Voices Book Club (Donna Mackey, Marilyn Ruffin, Erin Williams Hart)
    - i. Donna Mackey and Marilyn Ruffin presented on the Urban SUN: Black Voices book club that is held at the library.
    - ii. Moving away from the phrase “safe space” to “brave space” or “necessary space” was discussed. Schwingle shared a poem from Beth Strano on this subject, available here:  
<https://www.facinghistory.org/resource-library/untitled-poem-beth-strano>
  
  - b. Consideration, Discussion and Possible Action on Collection Development Policy
    - i. IV. D. 4- “and checking against the standards listed below” was struck.

- ii. **MOTION: To approve the changes to the Collection Development Policy.**
  - iii. Pittelli (1); Bell (2); motion passed
- c. Consideration, Discussion and Possible Action on Programming Policy
  - i. II. A.-“annually” was struck and “on an ongoing basis” was added.
  - ii. VI. “An evaluation” and “each” was struck. An s was added to “programs” and “consistently and on an ongoing basis” was added. The second sentence was struck entirely. Section B was combined with Section A and the letters will be removed. “Reporting of attendance and participation follows the guidelines of the Wisconsin Department of Public Instruction’s Public Library Annual Report” was added and the second sentence will be struck.
  - iii. **MOTION: To approve the changes to the Programming Policy.**
  - iv. Pittelli (1); Bell (2); motion passed
- d. Consideration, Discussion and Possible Action on Bulletin Board Policy
  - i. III. B-“In general” was added.
  - ii. IV. A- “or reject” will be added to say “the director may authorize or reject requests that do not fall clearly...”
  - iii. **MOTION: To approve the changes to the Bulletin Board policy with the additional changes.**
  - iv. Pittelli (1); Bell (2); motion passed.
- e. Consideration, Discussion and Possible Action on Donation Procedure & Gift Policy
  - i. I.A-Words are missing. Hetzler/Michaelis will research and make correction.
  - ii. II. D and II. E were added.
  - iii. IV-replaced with “All endowments should be made directly to the Sun Prairie Public Library Foundation.”
  - iv. **MOTION: To approve the changes to the Donation Procedure Policy with the additional changes.**
  - v. Pittelli (1); Bell (2); motion passed.
- f. Consideration, Discussion and Possible Action on Naming Rights Policy
  - i. **MOTION: To adopt the Naming Rights Policy.**
  - ii. Pittelli (1); Bell (2); motion passed.

**REFERRALS:**

- 8. Items to be referred to staff or committees for review or action
  - a. Hetzler/Michaelis will find missing language in Donation Procedure & Gift Policy.

9. Adjournment

- a. **MOTION: To adjourn the meeting at 5:29 pm**
- b. Pittelli (1); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Mary Bell, Chair

A handwritten signature in cursive script, appearing to read "Mary Bell", is written over a horizontal line. The signature is fluid and somewhat stylized, with the first name "Mary" and the last name "Bell" clearly distinguishable.