

**SUN PRAIRIE PUBLIC LIBRARY BOARD**  
**MEETING MINUTES**  
**Thursday, February 9, 2023**  
**6 PM**  
**Remote Meeting**

1. Call to Order, Roll Call
  - a. Rex Owens called the meeting to order at 6:00 p.m.
  - b. Present: Rex Owens, Mary Bell, April Brazier, Krystal Johnson, Emily Lindsey, Sandy Pittelli, Steve Stocker, Suhani Pandey, Rohit Vaidya, Jayden Yamoah
  - c. Absent: Mark Chin
  - d. Also present: Steev Baker, Sarah Michaelis, Kathleen McDaniel, Theresa Stevens
  
2. Volunteer Sign-In Sheet
  - a. The sign-in sheet was distributed.
  
3. Approval of minutes
  - a. **MOTION: To approve the December 15, 2022 minutes**
  - b. Bell (1); Brazier (2); motion passed.
  
4. Bills Presented for Payment (\$4,194.98)
  - a. **MOTION: To approve payment of the bills for January and February and the City budget reports.**
  - b. Bell (1); Lindsey (2); motion passed
  
5. Citizen Appearances/Public Comment
  - a. None
  
6. Business of Board President
  - a. None
  
7. Library Director Report
  - a. Librarian Reports
  
8. Committee Reports
  - a. DEI Advisory Committee
    - a. **MOTION: To approve the July 14, August 11 and December 8 DEI Committee Minutes**
    - b. Lindsey (1); Bell (2); motion passed.
  - b. Facilities Committee-Did not meet.
  - c. Personnel Committee-Did not meet.
  - d. Policy Committee
    - a. Consideration, Discussion and Possible Action on Circulation Policy
      1. **MOTION: To approve items D. A-D on the agenda**
      2. Bell (1); Lindsey (2); motion passed
    - b. Consideration, Discussion and Possible Action on Confidentiality Policy
    - c. Consideration, Discussion and Possible Action on Inclement Weather Policy
    - d. Consideration, Discussion and Possible Action on Policy Table of Contents
  - e. Strategic Planning Committee-Did not meet
  - f. Friends-Owens reported. The Friends have done a terrific job of bouncing back after their closure during the early pandemic.

g. Foundation- Theresa Stevens reported on the Foundation's plans for 2023.

**9. UNFINISHED BUSINESS: None**

**10. NEW BUSINESS**

- a. Consideration, Discussion and Possible Action on Owner's Representative Contract for Full Design
  - a. **MOTION: To approve the Owner's Representative Contract for Full Design**
  - b. Bell (1); Pittelli (2); motion passed.
- b. Consideration, Discussion and Possible Action on 2022 Annual Report
  - a. **MOTION: To approve the 2022 Annual Report**
  - b. Lindsey (1); Brazier (2); motion passed.
- c. Consideration, Discussion and Possible Action on Library Hours for Sunday, March 12<sup>th</sup> 2023
  - a. **MOTION: To remove this item from the agenda**
  - b. Bell (1); Brazier (2); motion passed.

11. Referrals

- a. None

12. Adjournment

- a. **MOTION: To adjourn at 6:26 pm**
- b. Stocker (1); Vaidya (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Rex Owens, Library Board President

