

**SUN PRAIRIE PUBLIC LIBRARY—
JOINT POLICY AND DEI ADVISORY COMMITTEE
MEETING MINUTES
Thursday, January 13, 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, Shenkia Moss, Lucila Polo, Mark Schwingle, Rohit Vaidya, Chandu Vemuri, Leah Wilson
 - c. Absent: None
 - d. Also Present: Svetha Hetzler, Sarah Michaelis, Steev Baker, Lynn Montague, Jake King (City of Sun Prairie Communications & Diversity Strategist), Katelyn True (Library Social Work Intern)

2. Approval of minutes
 - a. **MOTION: To approve the November 11, 2021 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 from City of Sun Prairie Communications & Diversity Strategist, Jake King
 - i. Jake King presented on the City of Sun Prairie's Diversity, Equity and Inclusion work.

 - b. Consideration, Discussion and Possible Action on Circulation Policy
 - i. No changes were made to the Circulation Policy
 - ii. **MOTION: To approve the Circulation Policy**
 - iii. Pittelli (1); Bell (2); motion passed

 - c. Consideration, Discussion and Possible Action on 2021 Application for Student Trustee

- i. Montague recommended removing GPA from the application. Wilson suggested asking for a reference from the school if GPA is removed. Polo suggested including a question about diversity. Pittelli recommended a check box if an applicant was unsure of an appropriate reference at the time of filing. Bell recommended a question about diversity during the interview process.
 - ii. **MOTION: To approve the 2021 Application with the recommended changes.**
 - iii. Pittelli (1); Bell (2); motion passed
 - d. Consideration, Discussion and Possible Action on Student Representative to the SPPL Library Board Position Description
 - i. **MOTION: To approve the position description.**
 - ii. Pittelli (1); Bell (2); motion passed.
 - e. Consideration, Discussion and Possible Action on Bylaws of the Board of Trustees
 - i. II. A- “and appointed” was added. “The person appointed” was struck and replaced with “Appointed students”.
 - ii. II. B-“A student term of office shall be no more than two years. A student appointee shall serve no more than two consecutive two year terms.” was added.
 - iii. **MOTION: To approve the changes to the Bylaws of the Board of Trustees**
 - iv. Pittelli (1); Bell (2); motion passed.
 - f. Consideration, Discussion and Possible Action on Volunteer Policy
 - i. Section III. C was added.
 - ii. **MOTION: To approve the changes to the Volunteer Policy**
 - iii. Pittelli (1); Bell (2); motion passed.

REFERRALS:

- 8. Items to be referred to staff or committees for review or action
 - a. None
- 9. Adjournment
 - a. **MOTION: To adjourn the meeting at 5:56 pm**
 - b. Pittelli (1); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Mary Bell, Chair


