

**SUN PRAIRIE PUBLIC LIBRARY BOARD**  
**MEETING MINUTES**  
**Thursday, July 8, 2021**  
**5:30 PM**  
**Library Community Room**

1. Call to Order, Roll Call
  - a. Rex Owens called the meeting to order at 5:30 p.m.
  - b. Present: Rex Owens, Mary Bell, April Brazier, Sandy Pittelli, Theresa Stevens (left at 5:45pm), Rohit Vaidya
  - c. Absent: Mark Chin, Emily Lindsey, Darreon Steward
  - d. Also present: Svetha Hetzler, Sarah Michaelis, Tracy Herold (Dane County Library Service)
  
2. Volunteer Sign in Sheet
  - a. The Volunteer Sign In sheet was distributed.
  - b. **MOTION: To reorder the agenda**
  - c. Bell (1); Stevens (2); motion passed.
  - d. Discussion turned to #10 New Business at this point.
  
3. Approval of minutes
  - a. **MOTION: To approve the June 10, 2021 minutes.**
  - b. Bell (1); Vaidya (2); motion passed.
  
4. Bills Presented for Payment (\$1,771.82)
  - a. **MOTION: To approve payment of the bills and budget reports.**
  - b. Bell (1); Pittelli (2); motion passed
  
5. Citizen Appearances/Public Comment
  - a. None
  
6. Business of Board President
  - a. Introduction of Tracy Herold, Director, Dane County Library Service
    - i. Tracy Herold presented on the Dane County tax reimbursement, Dane County Standards, the Ripple Project, and Dream Bus service.
  
  - b. Consideration, Discussion and Possible Action on WLA Award
    - i. Owens suggested that the library board nominate the Sun Prairie Public Library for the WLA Library of the Year Award. Owens and Bell will work on the nomination paperwork.
  
7. Library Director Report
  - a. Librarian Reports
    - i. Hetzler reported.
  
8. Committee Reports
  - a. Facilities Committee-Did not meet.
  - b. Finance Committee- Did not meet.
  - c. Personnel Committee-Meets next week.
  - d. Policy Committee-Met today.
  - e. Strategic Planning Committee-Did not meet.

- f. Friends-Owens reports. The Friends are in the process of revising their mission, vision and policy statements. The Friends will be giving away books at the Farmers Market. They will also be receiving Anti-Bias training.
- g. Foundation-Owens reported. The Executive Director position is currently being advertised as of July 1<sup>st</sup>. The Foundation hopes to have the position filled by September.

**9. UNFINISHED BUSINESS:**

- a. Consideration, Discussion and Possible Action on In-Person Library Board and Committee Meetings
  - i. Currently the only capacity for hybrid meetings would be at City Council chambers. If board members have strong feelings we could move to hybrid. Meeting dates or locations could be inconsistent.
  - ii. This will be tabled until the next meeting. Next month's meetings will be in-person.
- b. Consideration, Discussion and Possible Action on Appointments to the DEI Committee
  - i. The DEI Committee materials and application were discussed.

**10. NEW BUSINESS:**

- a. Consideration, Discussion and Possible Action on Budget Initiative #1: Dream Bus Service
  - i. **MOTION: To forward Budget Initiative #1 to City Council.**
  - ii. Bell (1); Vaidya (2); motion passed.
- b. Consideration Discussion and Possible Action on Budget Initiative #2: Community Engagement Coordinator
  - i. **MOTION: To forward Budget Initiative #2 to City Council.**
  - ii. Bell (1); Stevens (2); motion passed.
- c. Consideration, Discussion and Possible Action on Budget Initiative #3: Marketing and Communications Consultant
  - i. **MOTION: To forward Budget Initiative #3 to City Council.**
  - ii. Stevens (1); Bell (2); motion passed.
  - iii. Discussion then returned to #3 in the agenda.

11. Referrals

- a. None

12. Adjournment

- a. **MOTION: To adjourn at 7:07 p.m.**
- b. Bell (1); Pittelli (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Rex Owens, Library Board President \_\_\_\_\_

