

**SUN PRAIRIE PUBLIC LIBRARY BOARD
MEETING MINUTES
Thursday, September 14, 2023
6 PM
Library Community Room**

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, Mark Chin, Emily Lindsey, Suhani Pandey, Steve Stocker, Rohit Vaidya, Sandy Pittelli (6:55pm)
- c. Absent: Krystal Johnson
- d. Also present: Svetha Hetzler, Sarah Michaelis, Kevin Johnson (Owner's Representative, FVM), Tracy Herold (Dane County Library Service), Jan Holmes, Erin Williams Hart, Maggie Eichenlaub, Bianca Bergamasco

2. Volunteer Sign-In Sheet

- a. The sign-in sheet was distributed

3. Approval of minutes

- a. **MOTION: To approve the August 31, 2023 minutes**
- b. Bell (1); Lindsey (2); motion passed.

4. Bills Presented for Payment (\$2,477.30)

- a. **MOTION: To approve payment of the bills and the City budget reports.**
- b. Vaidya (1); Bell (2); motion passed

5. Citizen Appearances/Public Comment

- a. Bianca Bergamasco attended the meeting. She is a former Library Floater and currently works at Demco.

6. Business of Board President

- a. On Tuesday, the geothermal option for the Library Expansion was unanimously approved by the Committee of the Whole. Owens thanked library staff, and Friends, Foundation and Library Board members for their work over the past five years to see this project through.

7. Library Director Report

- a. Owner's Representative Monthly Update (Kevin Johnson, Senior Project Manager, FVM)

- a. Kevin Johnson reported to the Library Board and outlined upcoming items on the timeline.
 1. September 21st – Sustainability Committee meeting
 2. September 22 – Staff In-service
 3. October 12th – The Next Chapter Team will meet to discuss mechanical, electrical and plumbing systems
- b. Johnson is also working on refining the overall construction schedule including phasing the renovation of the existing space – there will be 4 phases. We'll need to see how these phases will displace staff or stacks

- b. Report from Adult Services (Erin Williams Hart, Head of Adult Services)

- a. Williams Hart presented to the Library Board

- b. The Adult Services department provides a broad and diverse array of programming. There have been over 100 Adult Programs so far in 2023, with total attendance over 1200.
- c. The department has started doing affinity programming, which included last year's Latino Nights @ the Library. Upcoming affinity programming includes a Day of the Dead Celebration, Hmong New Year Celebration and Staff training on Hmong and Latine cultures.
- d. Adult Reading Program - Adults collectively logged nearly 600,000 minutes of reading this summer with 512 registrations.

c. Librarian Reports

- a. Hetzler reported. Staff In-service will be next Friday from 9am-1pm. The library will be closed in the morning and will be open from 2pm-6pm. They'll be discussing intellectual freedom and will be meeting with the Hmong Institute, as well as FEH and Johnson.

8. Committee Reports

- a. DEI Advisory Committee-Hetzler reported. Met yesterday. The group is very active and interested in the Banned Book Week and the Hmong Institute.
- b. Facilities Committee- Did not meet.
- c. Personnel Committee-Did not meet.
- d. Policy Committee-Did not meet.
- e. Strategic Planning Committee-Did not meet
- f. Friends- Owens reported. The Friends will be participating in the Multi-Cultural Fair this Saturday. They are getting ready for elections and preparing their yearly newsletter. There will be a few leadership changes this year as some terms are expiring.
- g. Foundation –Herold reported. The Capital Campaign Committee met on Monday. The Foundation was invited to submit a full application with the Madison Community Foundation. Party in the Prairie is September 30th. They'll also be having a tasting at Working Draft on September 21st. A South Asian Celebration fundraising event is scheduled for Saturday, October 14th.

9. **UNFINISHED BUSINESS**

- a. None

10. **NEW BUSINESS**

a. Consideration, Discussion and Possible Action on Resolution Requesting Exemption from Dane County Library Tax

- a. Tracy Herold from Dane County Library Service presented to the Library Board.
- b. **MOTION: To forward this resolution to the City Council.**
- c. Bell (1); Chin (2); motion passed.

b. Consideration, Discussion and Possible Action on Resolution Amending Dane County Standards for Public Libraries

- a. Herold presented on the Resolution Amending Dane County Standards for Public Libraries. The changes to the standards include:
 - i. Include requirement to provide WiFi access to patrons;
 - ii. Consider self-check, automated handling systems toward the FTE standard;
 - iii. Reduce requirement of total Internet access computers by 2/3;

- iv. Eliminate total items and items added requirements to allow libraries to make decisions about how they spend collection dollars in response to their community needs.
 - v. **MOTION: To approve the Resolution Amending Dane County Standards for Public Libraries**
 - vi. Bell (1); Chin (2); motion passed (8: yes 0: no)
- c. Consideration, Discussion and Possible Action on 2024 Important Dates
- a. The 2024 Important Dates were discussed. Staff In-Service dates are subject to change.
 - b. **MOTION: To approve the 2024 Important Dates**
 - c. Lindsey (1); Vaidya (2); motion passed.
- d. Consideration, Discussion and Possible Action on Friends Wishlist Items
- a. The total request is \$11,500.
 - b. **MOTION: To approve the Friends Wishlist request and send to the Friends.**
 - c. Lindsey (1); Vaidya (2); motion passed

11. Referrals

- a. None

12. Adjournment

- a. **MOTION: To adjourn at 7:12 pm**
- b. Stocker (1); Pittelli (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Rex Owens, Library Board President

