

SUN PRAIRIE PUBLIC LIBRARY BOARD
MEETING MINUTES
Thursday, May 11, 2023
6 PM
Library Conference 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, Krystal Johnson, Emily Lindsey, Sandy Pittelli, Suhani Pandey, Steve Stocker, Rohit Vaidya, Jayden Yamoah
 - c. Absent: None
 - d. Also present: Svetha Hetzler, Sarah Michaelis, Kelly Bowles (City of Sun Prairie Grants Coordinator) (left at 6:55pm), Kathleen McDaniel (City Attorney) (left at 6:55pm), Theresa Stevens (SPPL Executive Director), Kevin Johnson (Owner's Representative, FVM)

2. Volunteer Sign-In Sheet
 - a. The sign-in sheet was distributed

3. Approval of minutes
 - a. **MOTION: To approve the April 13, 2023 minutes**
 - b. Bell (1); Pittelli (2); motion passed.

4. Bills Presented for Payment (\$2,871.93)
 - a. **MOTION: To approve payment of the bills and the City budget reports.**
 - b. Lindsey (1); Bell (2); motion passed

5. Citizen Appearances/Public Comment
 - a. Kelly Bowles, Kathleen McDaniel, Kevin Johnson and Theresa Stevens introduced themselves.
 - b. **MOTION: To move up the order of business to discuss Item 9a at this time.**
 - c. Bell (1); Stocker (2); motion passed.
 - d. Discussion moved to Item 9a at this time.

6. Business of Board President
 - a. Consideration, Discussion and Possible Action on Trustee Photos
 - a. Owens encouraged trustees to send in their headshots.
 - b. Owens also reminded the board of next month's elections and committee assignments.

7. Library Director Report
 - a. Owner's Representative Monthly Update (Kevin Johnson, Senior Project Manager, FVM)
 - a. Kevin Johnson reported to the Library Board.
 1. Timeline:
 - a. May 25th – First Programming/Space Planning meeting
 - b. May 31st- Meeting with Focus On Energy
 - c. June 8th – Anders Dahlgren will present on the programming efforts at the Library Board meeting.
 - b. We're still on track to break ground May 2024.

 - b. Librarian Reports

- a. Hetzler reported. SCLS's downtime will unfortunately be changed due to delays. The downtime may be in the latter half of June. A translation widget has been added to the Library's website. The Volunteer Awards Breakfast is Friday, June 16th at 9:30am.

8. Committee Reports

- a. DEI Advisory Committee-Met yesterday. Reviewed application and recruitment forms. Looked at a Welcome Booklet staff has been working on. Continued conversations about banned books and the idea of starting a banned books book club.
- b. Facilities Committee-Met the end of March. New Lor, City of Sun Prairie Facilities Supervisor and Johnson attended the meeting.
- c. Personnel Committee-Did not meet.
- d. Policy Committee-Met today. The policies will be discussed at next month's Library Board meeting.
- e. Strategic Planning Committee-Did not meet
- f. Friends-Met on Monday. Working on filling one vacancy on the board. Had a successful membership drive with 23 new members!
- g. Foundation
 - a. Report from SPPL Foundation (Theresa Stevens, Executive Director)
 - 1. Stevens discussed upcoming events. Hetzler will throw out the opening pitch at A Night at the Duck Pond on July 12th. The Foundation is also working on launching a new website, which will include a shop.

9. **UNFINISHED BUSINESS**

- a. Consideration, Discussion and Possible Action on Grant Submissions
 - a. Hetzler has consulted with several departments and agencies on this and has outlined her findings in a memo.
 - b. **MOTION: To approve applying for the CDBG grant**
 - c. Stocker (1); Brazier (2); yes (Johnson) no: (Owens, Bell, Lindsey, Brazier, Chin, Pittelli, Vaidya, Stocker); motion failed.
 - d. Discussion returned to Item 6 at this time.

10. **NEW BUSINESS**

- a. Consideration, Discussion and Possible Action on 2024 SCLS Technology Services Agreement
 - a. **MOTION: To approve the 2024 SCLS Technology Services Agreement.**
 - b. Bell (1); Chin (2); motion passed.

11. Referrals

- a. None

12. Adjournment

- a. **MOTION: To adjourn at 7:19 pm**
- b. Stocker (1); Chin (2); motion passed.

Submitted by: Sarah Michaelis, Administrative and Project Librarian

Rex Owens, Library Board President


