

**South Central Library System Board of Trustees Minutes**

**9/28/2023, 12:15 p.m.**

**Meeting held via BlueJeans & in person**

**Action Items:**

**Approved the 2024 Organizational Chart**

**Approved the 2024 Wage Grid**

**Approved the System Director 2024 Salary**

**Approved the 2024 Budget and Notes**

**Approved the 2024 System Plan**

**Present:** D. Berland, B. Clendenning, P. Cox, S. Feith, N. Foth, M. Furgal, E. Galanter, J. Honl, M. Nelson, G. Poulson, L. Ross, T. Walske, J. Wright

**Absent:**

**Excused:** T. Teelin

**Recorder:** H. Moe

**SCLS Staff Present:** K. Goeden, M. Van Pelt

**Guest:** D. Flanigan, Keller

**Call to Order:** 12:22 p.m. G. Poulson, President

- a. Introduction of guests/visitors: Devin Flanigan, Keller, Inc.
- b. Requests to address the Board: None

**Approval of previous meeting minutes:** 8/24/2023

- a. Motion: E. Galanter moved approved of the 8/24/2023 minutes. J. Wright seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

**Financial Statements:** K. Goeden provided a brief review of the financial statements.

**Bills for Payments:** The payment amount is \$1,206,253.27

- a. Motion: N. Foth, (with the assistance of S. Feith), reviewed the bills for payment and moved approval. S. Feith seconded.
- b. Discussion: None
- c. Vote: Motion carried.

**Presentation:**

- a. 2024 Annual Budget – M. Nelson noted the committee met to review the 2024 budget, wage grid, organizational chart, and system director salary recommendations.
- b. 2024 System Plan - M. Van Pelt provided a brief overview of the system plan. J. Wright inquired about purchasing delivery vans. K. Goeden noted there is a protocol in place for fleet purchases. J. Honl inquired about Drupal 10 software. It is a website software provided for the member libraries.
- c. Pankratz Building update – D. Flanigan provided a tour of the building and communicated the progress of the project. Construction should be finished January 2024.

**Committee Reports:**

- a. Advocacy: No report.

- b. Personnel and Budget/Finance: Recommended approval of the 2024 Budget and Notes, wage grid, organizational chart, and system director salary.
- c. Bylaws – a meeting will be scheduled immediately before the board meeting in October.

**Action Items:**

- a. Approve 2024 Organizational Chart
- b. Approve 2024 Wage Grid
- c. Approve System Director 2024 Salary
- d. Approve 2024 Budget and Notes
  - i. Motion: On behalf of the Budget/Finance/Personnel committee, M. Nelson moved approval of the 2024 Organizational Chart, 2024 Wage Grid, 2024 System Director Salary, and the 2024 Budget & Notes. N. Foth Seconded.
  - ii. Discussion: None
  - iii. Vote: Motion carried.
- e. Approve 2024 System Plan
  - i. Motion: J. Wright moved approval of the 2024 System Plan. J. Honl seconded.
  - ii. Discussion: None
  - iii. Vote: Motion carried.

**SCLS Foundation Report:** M. Van Pelt noted the Cornerstone will be held at the Waunakee Public Library October 12, 5:30 p.m. – 7:30 p.m.

**System Director's Report:** You may view the System Director report online. Two applications for Dane County representatives to the SCLS Board were received and we are waiting to hear whether they have been appointed.

**Discussion:**

- a. Becky Spratford training: M. Van Pelt encouraged all board members to advocate for the system.
- b. Director search: M. Van Pelt will be retiring in 2024. The Personnel Committee will begin the process of searching for a new director. M. Nelson requested that M. Van Pelt continue as System Director until a new director has been hired.

**Administrative Council (AC) Report:** Met 9/17/2023. You may view the minutes online.

**Other Business:**

- a. Appoint Nomination Committee for 2024 Board Officers: G. Poulson will recruit folks for the nomination committee.

**Information sharing:** The October 26 Board Meeting will be 100% virtual due to switching the new building power from its temporary source to its permanent equipment. The building may not have power for several days that week. The Foundation meeting would also be virtual. We will be migrating from Bluejeans to Zoom for virtual access to the board meeting in November.

**Adjournment:** 1:43 p.m.

For more information about the Board of Trustees, contact Martha Van Pelt  
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