

South Central Library System Board of Trustees Minutes
3/23/2023, 12:15 p.m.
Chester Room
4610 S. Biltmore Lane, Suite 101, Madison, WI 53718
Meeting held via BlueJeans & in person

Action Items:

Approved proposed building project funding package
Approved bid package for Pankratz project with recommended subcontractors from Keller
Accepted alternate bid of office pods of \$118,000
Authorized amendment to A133-2019 Exhibit A
Authorized Gary Poulson, Board President, to sign contracts
Approved \$900,000 down payment to Keller, Inc. to begin construction
Approved 2023 board meeting dates

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

Absent: T. Teelin

Excused: E. Galanter

Recorder: H. Moe

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

Guests: Devin Flanigan, Keller

Call to Order: 12:15 p.m. G. Poulson, President

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

Approval of previous meeting minutes: 2/23/2023

- a. Motion: N. Foth moved approved of the 2/23/2023 minutes. M. Nelson seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried. G. Poulson abstained.

Financial Statements: K. Goeden provided an overview of the financial statements.

Bills for Payments: The payment amount is \$172,108.48

- a. Motion: B. Clendenning reviewed the bills for payment and moved approval. M. Furgal seconded.
- b. Discussion: None
- c. Vote: Motion carried.

Presentation: None

Committee Reports: G. Poulson noted E. Galanter volunteered to chair the Bylaws committee. S. Feith volunteered to serve on the Bylaws Committee as well.

- a. Advocacy: No report.
- c. Building Needs Assessment Work Group: D. Flanagan provided a summary of the bids received, the process for how the contractors were selected, and alternate costs and savings. S. Feith noted there are zero contingencies. SCLS has added contingency into the funding proposal. K. Goeden discussed the funding proposal. N. Foth inquired about the office pods versus cubicles. The cubicles are for staff that work the majority of time remotely. The office pods are for staff more regularly in the office.

S. Feith voiced her concern about taking contingency funds to a point that it may impact service in the future. K. Goeden noted the technology contingency is high so we are able to use some of it.

Action Items:

- a. The motion was made to combine a. and b. into one action. Approve proposed building project funding package and approve bid package for Pankratz project with recommended subcontractors from Keller.
 - i. Motion: N. Brien moved approval of the proposed building project funding package and bid package for Pankratz project with recommended subcontractors from Keller. It was seconded by N. Foth seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried unanimously.

- c. Accept alternate bid of office pods of \$118,000
 - i. Motion: N. Brien moved approval to accept the alternate bid of office pods of \$118,000. L. Ross seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried unanimously.

- d. Authorize amendment to A133-2019 Exhibit A
 - i. Motion: N. Brien moved approval to authorize amendment to A133-2019 Exhibit A. G. Poulson seconded.
 - ii. Discussion: This is an amendment to the entire contract with Keller with this pricing.
 - iii. Vote: Motion carried unanimously.

- e. Authorize appropriate SCLS board member to sign contracts
 - i. Motion: N. Brien moved approval to authorize appropriate SCLS board member, Gary Poulson, to sign contracts. L. Ross seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried unanimously.

- f. Approve \$900,000 down payment to Keller, Inc. to begin construction
 - i. Motion: N. Brien moved approval of \$900,000 down payment to Keller, Inc. to begin construction. M. Furgal seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried. B. Clendenning and S. Feith abstained.

- g. Approval of 2023 board meeting dates
 - 1. May 17 Wednesday or 19 Friday at Biltmore Lane
 - i. Motion: M. Furgal moved to approve Wednesday, May 17. Motion seconded.
 - ii. Discussion: Schedule conflict for B. Clendenning and S. Feith
 - iii. Vote: Motion carried.
 - 2. June 22, 2023 Thursday at Pinney Branch of Madison
 - i. Motion: N. Foth moved approval. Motion seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.
 - 3. July 27, 2023 Thursday at Waunakee Library
 - i. Motion: M. Nelson moved approval. J. Honl seconded
 - ii. Discussion: None

- iii. Vote: Motion carried.
- 4. November 17, 2023 Friday at Pankratz
 - i. N. Foth moved approval. J. Honl seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.
- 5. December 28, 2023 Thursday at Pankratz
 - i. N. Foth moved approval. J. Honl seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.

System Director's Report: You may view the System Director report online. The ground breaking will be in April. More details to come.

SCLS Foundation Report: The July Foundation meeting will need to be rescheduled due to training that will be provided to the SCLS board following the July meeting.

Administrative Council (AC) Report: All Directors met 3/16/2023. You may view the minutes online.

Information sharing: None

Adjournment: 1:38 p.m.

For more information about the Board of Trustees, contact Martha Van Pelt
BOT/Minutes/3/23/2023