

AGENDA
South Central Library System Board of Trustees
Thursday, October 23, 2025 12:15 p.m.
1650 Pankratz St. Madison, WI 53704
In Person with Virtual Access

The Zoom link for the meeting is:

<https://us02web.zoom.us/j/82915797476?pwd=a2lwWUYrQ3ZoSUdIR05uYWJiS0UzQT09>

1. Call to Order
2. Welcome and Introductions
3. Changes/Additions to the Agenda
4. Requests to address the Board
5. Approval of the Previous Meeting Minutes
6. Review of Financial Statements (K. Goeden)
7. Presentation and Approval of Bills for Payment (H. St. Maurice; B. Clendenning, alt.)
8. Reports
 - a. Committees
 - b. System Director's Report (S. Schultz)
9. Unfinished Business
 - a. Approve Committee Appointments for New Trustees (J. Honl)
10. New Business
 - a. Approve 2026 Annual System Plan to DPI
11. Announcements and Information Sharing
 - a. Next meeting: November 21, 2025 (Friday); bill examiner: C. Clark (S. Feith, alternate)
12. Adjourn

Meeting Documents: (found at <https://www.scls.info/committees/board-trustees>)

Board Minutes 9-25-2025

Financial Review

Bills for Payment

Consultant Team Report

Delivery Report

ILS and Technology Reports

Director's Report

2026 Annual System Plan

If you are unable to attend, please notify the system office at (608) 246-7970 or

mdoyle@scls.info. The bill examiner should arrive by 11:30 a.m.

BOT/Agenda/10-23-2025

SCLS Director's Report

October 2025

System Activities

The year is winding down with the approval of the 2026 system budget and the upcoming submission of the 2026 annual system plan to the DPI. 2026 promises to be a very busy year at SCLS, and in anticipation of such events as the migration to our new online catalog and the implementation of our new strategic plan (still in development), I will be increasing my efforts to visit with more libraries, engage more with member library staff, and attend more meetings of the committees facilitated by SCLS staff. I want to ensure that I am both reachable and receptive for member libraries and staff during this sensitive time of transition.

Our internal efforts around safety continue. On October 27, I will lead SCLS staff through our emergency response plan, which includes full evacuation and sheltering procedures. We will conduct a planned drill, followed by a random drill, during the fall and winter months. I am also in the process of securing workplace violence and de-escalation training for staff.

The 2025 Wisconsin Library Association Conference, themed “Be the Change,” is taking place in Middleton from Tuesday, October 28, through Friday, October 31 (yes, costumes are encouraged!). As chair of Exhibits on the conference planning committee. I will be camped out in the Exhibits Hall for most of the conference. I welcome any board members to stop in at the WLA booth and say hello.

I am very sad to share that Heidi will not be returning to work at SCLS and will instead be retiring at the end of this year. She brought so much joy, dedication, and laughter to our organization for more than 27 years. She is loved and we will miss her.

Our Member Libraries—What They Are Excited About

Verona Public Library (Dane County)

Staff at Verona Public Library are excited to have recently completed their strategic plan. SCLS staff assisted in the process; VPL provided very positive feedback about the experience. Verona is a fast-growing community with a number of growth- and age-related facility and parking concerns. The library developed a plan only covering one year, with the intent to add to it each year.

The library has a very unique project underway. The beautiful library space is made up of many windows in a wooded setting, which has unfortunately led to a significant number of bird fatalities during migration in the spring. A local bird alliance requested the ability to do a study of the number of birds facing this fate. After the study took place, “dot” film was installed on the windows. The alliance will return later in the year to see if the dots helped prevent loss of birds.

Poynette Public Library (Columbia County)

Staff in Poynette report that they have enjoyed using their bookmobile vehicle to do outreach, and the community has responded very positively to it. They do story times with the bookmobile, and they visit the Senior Center once per month. The director also takes it to the Farmer's Market on Saturday mornings. The bookmobile has been especially useful to their homebound residents, who call the library to request books and have them delivered.

Adams County Public Library

Adams County library staff are pleased that the county did a wage study recently, which led to some upgraded positions and salary increases at the library. This is a very positive step for the county and the library. The director also acknowledged that the liquidation of a popular book vendor has created challenges for the library (and many others as well).

Respectfully submitted by,

Shannon M. Schultz

MINUTES
South Central Library System Board of Trustees
September 25, 2025

Present: Joan Honl (Portage Co.), President; Susan Feith (Wood Co.), Secretary; Mary Nelson (Adams Co.), Treasurer; Richard Bloomquist (Dane Co.); Gen Carter (MPL Rep., online); Brenda Carus (Green Co., online); Chassitti Clark (Dane Co., online); Bill Clendenning (Wood Co.); Joan Fordham (Sauk Co., online); Nancy Foth (Portage Co.); Latonya Jackson, Dane Co., online); Marlee Jorgensen, Dane Co., online) David Peterson (Dane Co.); Gary Poulson (Dane Co., online); Henry St. Maurice (Columbia Co., online); Amanda Smith (Dane Co., online); Jordan Tilleson (Dane Co., online). **Administration:** Shannon Schultz, Director; Kerrie Goeden, HR & Finance Coordinator (online).

Absent: Jacob Wright (Dane Co., excused), Vice President; Michael Howe (Dane Co., excused); Ann Mueller (Green Co., Alternate).

1. Call to Order

President J. Honl called the meeting to order at 12:15 p.m.

2. Welcome and Introductions

J. Honl welcomed newly appointed trustee J. Tilleson, who represents Dane County, as well as M. Doyle, interim Office Manager at SCLS.

3. Changes/Additions to the Agenda

None.

4. Requests to Address the Board

None.

5. Approval of the Previous Meeting Minutes

Motion by N. Foth to approve the minutes of the August 28, 2025, Board of Trustees Meeting Minutes. Seconded by M. Nelson. **Motion carried with G. Poulson abstaining.**

6. Review of Financial Statements

K. Goeden provided an overview the financial statements.

7. Presentation and Approval of Bills for Payment

Motion by B. Clendenning to approve bills for payment in the amount of \$465,411.78. Seconded by S. Feith. S. Feith inquired whether the invoice for data extraction was connected to the upcoming ILS migration, to which K. Goeden replied yes. R. Bloomquist questioned whether the payment to the City of Madison had any effect on the intergovernmental payments between libraries within Dane County, to which S. Schultz replied no. **Motion carried unanimously.**

8. Reports

a. Committees

G. Poulson shared that he intends to convene the **Bylaws Committee** sometime in October or November, and preferably directly preceding the Board meeting.

b. System Director's Report

S. Schultz's report is available in the documents online.

9. Unfinished Business

a. Approval of the Proposed 2026 Annual Budget

Motion by M. Nelson, chair of the Budget & Finance Committee, to approve the proposed 2026 SCLS budget, wage grid, organizational chart, and director's salary. N. Foth seconded. **Motion carried unanimously.**

b. Committee Appointments for New Trustees

Due to the recent influx of new appointments to the SCLS Board, President J. Honl tabled appointments to committees until the November meeting.

10. Announcements and Information Sharing

- a.** The next meeting will take place on October 23, 2025. The bill examiner will be H. St. Maurice, with B. Clendenning serving as alternate.
- b.** J. Honl reminded the board that the SCLS Foundation's Cornerstone Event will take place at 5:30 p.m. after the October meeting, and encouraged trustees to attend the event, make a donation, and send an item or create a gift basket for the occasion. This year's Cornerstone Honoree is Martha Van Pelt, and several library superheroes will receive recognition.
- c.** N. Foth shared details on the Central Wisconsin Book Festival, and R. Bloomquist shared information on a James Madison Lecture Series event held by the Wisconsin Historical Society.

11. Adjourn

Meeting adjourned by President J. Honl at 1:00 p.m.

Respectfully submitted: S. Schultz, System Director

BOT/Minutes/09-25-2025