

Prairie Lakes Library System



Prairie Lakes Advisory Committee Meeting

Tue Jan 24, 2023 9:30 AM - 11:00 AM CST

Matheson Memorial Library - 101 N Wisconsin St, Elkhorn, WI 53121

Community Room (Across from Inner Library Entrance)

<https://meet.goto.com/181260189> | Access Code: 181-260-189 | To access via telephone, please dial: +1 (312) 757-3121

1. Call to Order

9:32 A.M. by Michelle Carter, Acting Chair.

2. Roll Call and Introduction of Guests

Members Present: Bartoli, Burkhalter, Carter, Davies, DeVries (Proxy for Dimassis), Kinkaid (via GoToMeeting), Kloeckner (via GoToMeeting), Kornak (via GoToMeeting), Krebs-Smith, Kunkel, Robinson, Sanders (Proxy for Schnupp), Sorrentino, Stapleton (via GoToMeeting), Stunz, Swanson (via GoToMeeting), Teval (Proxy for McCormick), Zimmerman

Members Absent: Dimassis, Hein, Heskette, Langer, McCormick, Strehlow

PLLS Staff & Board Present: Anderson, Bue, Dowling, Erickson, Hudson, Martin, Novy (via GoToMeeting), Nugent, Ohs, Platteter, Puccini (via GoToMeeting)

SHARE Members Absent: Brattin, Briese

3. Approval of Previous Minutes (None)

4. Informational Reports

a. System Director's Report

Ohs recapped his written report.

b. Library System Board Report (System Trustee and/or System Director)

Nugent represented the PLLS board.

c. Technology Team Report (Jim Novy)

Discussed the recent ILS outages, the measures taken to correct the outage issues, and other IT activities.

d. Marketing and Public Relations Coordinator's Report (Tovah Anderson)

Anderson shared the status of PLLS' web presence, discussed the status of the M&PR Services menu, and shared information about past summer library program M&PR materials and the SLP request deadline (March 15, 2023).

e. Youth Services Report (Jen Puccini)

Scheduling Story Wagon performers now.

f. Inclusive Services Report (Rene Bue)

Item deferred and returned to after 7. d.

Bue shared plans to create a menu of inclusive services consulting activities and what state inclusive services groups are up to.

5. Special Order of Business for SHARE Consortium (If Any)

None.

6. Unfinished Business (None)

None.


7. New Business

a. Prairie Lakes Advisory Committee (Possible Action)

Preferences regarding possibly PLAC bylaws, SHARE bylaws, and primary duties of PLAC were discussed.

Motion by Teval to recommend to the PLLS System Board that PLAC creates its own bylaws. Seconded by Robinson.

Discussion about how to create bylaws resulted in the formation of an intentionally small committee comprised of one library director from each county: Davies (Racine), Bartoli (Walworth), and Krebs-Smith (Rock).


 Revised Motion: Motion by Teval to inform the PLLS System Board that PLAC *would like to create its own bylaws and to form a committee to create a draft.* Seconded by Robinson seconds. No further discussion. Motion passed.

☉ Davies will work with Bylaws Committee members to schedule a meeting and provide will provide an update at the February 14, 2023, PLAC meeting.

Due: 02/14/2023


b. Advisory Committee Meeting Schedule (Possible Action)

Ohs presented a revised draft of the proposed PLAC meeting schedule. The group discussed how SHARE business will be conducted for the time being. The general consensus was that the meeting schedule is acceptable.

 No formal action taken.

c. Advisory Committee Liaison to System Board (Possible Action)

Group liked the idea of a rotating PLAC Liaison to the PLLS Board and discussed ways to make the task and representation equitable and came to a consensus.

 No formal action taken.

- Ohs will create a schedule of PLAC to PLLS Board Liaisons based on the groups consensus: Each county is responsible for designating one liaison a year to serve four consecutive months. The order of counties shall be alphabetical. The order of representatives from within each county shall be designated alphabetically by library name.

Assigned to: Steve Ohs

Due: 02/14/2023

- ☑ Ohs will create a schedule PLLS Board to PLAC liaisons based on a similar formula.

Assigned to: Steve Ohs

Due: 02/03/2023

d. Strategic Planning

Ohs shared an update on the Memorandum of Agreement under development with WiLS, and the anticipated format of the process.

e. Meeting Review

Attendees discussed the effectiveness of this meeting format and what about this meeting structure did and did not work well.

Returned to previously deferred item 4. f.

f. Member-Suggested Items for Future Meetings

None at this time.

8. MemberLibrary Announcements

Member libraries shared local updates including recent activities, milestones, success stories, renovation updates, and challenges.

9. Announcements


a. Next Scheduled Advisory Committee Meeting

Tuesday, February 14, at 9:30 A.M. at Matheson Memorial Library in the Community Room.

b. Next Scheduled System Board Meeting

TBA

10. Adjournment

 Motion to adjourn at 11:02 A.M. by Teval. Seconded by Krebs-Smith. Motion passed.



Prairie Lakes Advisory Committee Meeting Agenda

Jan 24th 2023 9:30am - 11:00am

Matheson Memorial Library - 101 N Wisconsin St, Elkhorn, WI 53121 - Community Room
(Across from Inner Library Entrance)

NOTICE OF PUBLIC MEETING: The public and press are welcome to attend in person or virtually, depending on the options available above. If you need assistance in participating in this meeting or event, please call (262) 514-4500.

1. Call to Order

Michelle Carter, Director of the Aram Public Library, has agreed to chair the first meeting of the Advisory Committee.

9:30am

2. Roll Call and Introduction of Guests

Regular Representatives: Carter, Schnupp, Dimassis, Hein, Davies, Langer, Heskette, Kloeckner, Bartoli, Krebs-Smith, Burkhalter, Strehlow, Swanson, McCormick, Kornak, Robinson, Kunkel, Strunz, Zimmermann, Stapleton, Sorrentino, Kinkaid. **Prairie Lakes Board Trustee(s):** Mary Nugent.

3. Approval of Previous Minutes (Included in Packet)

4. Informational Reports

- a. System Director's Report (Included in Packet)
- b. Library System Board Report (Liaison)
- c. Technology Team Report (Jim Novy)
- d. Marketing and Public Relations Coordinator's Report (Tovah Anderson)

- e. **Youth Services Report (Jen Puccini)**

 - f. **Inclusive Services Report (Rene Bue)**

 - g. **Bylaws Subcommittee Report**
5. **Special Order of Business for SHARE Consortium (None)**
NOTE: The directors or designated proxies of the Kenosha Public Library and Kenosha Community Library may vote on any motions occurring during this special order of business.
6. **Unfinished Business**
- a. **DRAFT Liaison Schedule for 2023**
7. **New Business**
- a. **Meeting Review**
Questions for the Committee: how do you think this meeting went? Was this order of business effective? Are there changes you, as a group, would like to see made? How can we help these meetings be effective, enjoyable, and respectful of your time?

 - b. **Member-Suggested Items for Future Meetings**
8. **Member Library Updates**
Each member library is welcome to share any local updates - including recent activities, success stories, challenges, or any other information you would like to share.
9. **Announcements**
- a. **Next Scheduled Advisory Committee Meeting**
Tuesday, February 14th @ 9:30 AM. Matheson Memorial Library Community Room.

 - b. **Next Scheduled System Board Meeting**
TBA

10. Adjournment

END
11:00am