

SCLS Foundation Board Minutes
Thursday, April 25, 2024 1:30 p.m.
1650 Pankratz Street, Madison 53704
In-person with virtual access also

Present: J. Pugh, P. Kaland, A. Wakeman, T. Walske, S. Schultz, T. Miller

Call to order:

- a. Introduction of guests/visitors: None
- b. Changes/Additions to the Agenda – T. Walske requested to add to discussion: SCLS Foundation board membership and the SCLS board presentation in May.
- c. Requests to address the Committee: None

S. Schultz presented the Foundation Board with a plaque in appreciation of their generous contributions to the SCLS Professional Collection and meeting space.

Approval of previous meeting minutes: February 16, 2024

- i. Motion: A. Wakeman moved approval of the 2/16/2024 minutes. T. Walske seconded.
- ii. Discussion: None.
- iii. Vote: Motion carried.

2. Action Items:

- a. Approve tax forms 990 and 1952 paperwork for submittal
 - i. Motion: J. Honl moved approval of the tax forms 990 and 1952 paperwork for submittal. S. Schultz seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.

3. Financial:

- a. Financial Reports
 - i. Accounts Payable Aging Detail
 - ii. First Business Bank Foundation Account Summary
 - iii. Invoices
 - iv. Profit and Loss Statement
- b. Approve SCLS payment of Foundation bills: \$14,572.19
 - i. Motion: P. Kaland moved approval of the bills for payment. J. Honl seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.
- c. Quarterly Meeting with First Business Bank

4. Discussion:

- a. Newsletter: Q2 and moving forward – A website migration will be occurring and SCLS is looking to streamline/update foundation information as well as create a fresh look for the newsletter. Currently, the newsletter is posted to the website and is not sent to recipients. A new format should be foundation specific, and used to entice membership and increase donations. It was suggested the “slideshow” on the foundation website could be used to add articles pertaining to the foundation, fund performance, and donors, instead of a quarterly newsletter. This visual slideshow would keep things fresh

with news about the foundation, how libraries have used their foundation funds as well as feature recognition for those that have made donations in honor of and/or in memory of someone.

The list of donors on the website are broken out into tiers. Discussion took place as to whether the number of tiers should be reduced; for example, a tier for donations received under \$100, could eliminate the tier for \$1 - \$49, etc. The newsletter acknowledges quarterly donations and the website acknowledges year to date donations. Discussion also included posting donations for the current year only, with an archive page for prior years.

The board will discuss this further at the next meeting. SCLS staff will continue to work on the reformatting and receive data of how often the newsletter is being viewed.

- b. Cornerstone 2024: The event will be held at the Waunakee Public Library on October 3rd. Catering will be provided by Cranberry Creek. No alcohol will be permitted. T. Walske will look into getting Crumbl Cookies for dessert.
Awards: A. Wakeman will send the nomination form to the directors with a due date of July 18th, which is also the date of the All Directors meeting so a reminder can be given. The foundation board will receive the list of nominations prior to the July meeting and will select the winners of the various awards at the 7/25 meeting. A. Wakeman will take care of decorations for the event. J. Pugh will reach out to Jaime Healy Plotkin to confirm the Oct. 3rd date for the event.
It was suggested the Cornerstone event letter template could be updated to the theme of the “superhero” awards. A. Wakeman will consult with her PR/Marketing employee at Columbus.
- c. Foundation board membership: Need 2 members from the SCLS board to replace Mike Furgal and Jacob Wright as well as 1 citizen member.
- d. SCLS Board presentation in May – An email will be sent to the foundation board inviting them to view the presentation given about book challenges and intellectual freedom at the May 23rd meeting.

Next Meeting: July 25, 2024

Adjournment: 2:48

For more information about the SCLSF, contact Shannon Schultz, sschultz@scls.info.

SCLSF/Minutes/4-25-2024