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RACINE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
August 17, 2017 at 4:30 pm  
Emily Lee Room  
AGENDA

- I. Call to Order
- II. The meeting will convene in closed session, pursuant to Wisconsin Statutes section 19.85(1)(e), to address a matter which, for competitive and bargaining reasons, requires a closed session, and which, if publicly noticed, would compromise such competitive and bargaining reasons.
- III. Public Comment
- IV. Discussion of the Future of the Library
  - a. Road Map to 2020:

**United Way of Racine County Community Conversations: Report on Race, Equity, & Inclusion in Racine County**

**Aspirations:**

- Acknowledgement across the community that racial inequality exists, allowing the community to address systemic racism
- Acceptance and understanding of racial differences
- Collaboration and integration across racial lines in neighborhoods to work towards a common goal

**Solutions:**

- Public forums to discuss racial inequality and create solutions
- Create educational opportunities to help individuals learn the challenges associated with racism and inequities and educate individuals on cultural differences to better understand one another
- Create opportunities to bring diverse groups of people together to create long-lasting community change

## UNESCO Sustainable Development Goals (SDG's) for 2030

Sustainable Development Goal 5: *Achieve gender equality and empower all women and girls*

Target 5.b: Enhance the use of enabling technology, in particular information and communications technology, to promote the empowerment of women

Sustainable Development Goal 9: *Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation*

Target 9.c: Significantly increase access to information and communications technology and strive to provide universal and affordable access to the Internet in least developed countries by 2020

Sustainable Development Goal 11: *Make cities and human settlements inclusive, safe, resilient and sustainable*

Target 11.4: Strengthen efforts to protect and safeguard the world's cultural and natural heritage

Sustainable Development Goal 16: *Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels:*

Target 16.10: Ensure public access to information and protect fundamental freedoms, in accordance with national legislation and international agreements.

Sustainable Development Goal 17: *Strengthen the means of implementation and revitalize the global partnership for sustainable development*

Target 17.8, Technology: Fully operationalize the technology bank and science, technology and innovation capacity-building mechanism for least developed countries by 2017 and enhance the use of enabling technology, in particular information and communications technology

### V. Committee Reports

#### a. Road Map to 2020:

**Outcome: Patrons easily find spaces to learn quietly and interact socially as a result of the new Facility Plan**

Action Plan: As a result of the Feasibility Study, establish library board Ad-Hoc Marketing Committee

Who: Chris Terry, Chair

Timeline: Develop Marketing Plan for 2017

Progress: Committee met March 15, 2017, April 12, 2017, May 17, 2017

Jenny Maurer will be a PR intern this summer.

August 10, 2017, new outcome:

**Outcome: Patrons learn about programs, resources and services in a timely manner**

Action Plan: Hire a part-time Library Programs and Services Marketing Assistant, LU-2, \$11.07 per hour, 2017 total cost for 2017 \$4307.67; funds to come from Carryover (enclosure 1)

VI. Old Business

a. Road Map to 2020

**Outcome: Patrons able to use Mobile Library consistently; Mobile Library is in service regularly**

Action Plan: Extend bookmobile hours in Sturtevant from two hours per week to four hours per week, for a trial period beginning in September, 2017.

Progress: July 1, 2017, survey of residents being conducted to determine most convenient place and time for new hours

August 17, 2017, revised schedule presented to library board for approval:

Bookmobile Winter Schedule Changes:

Wednesday's stops

From behind Bendsten's Bakery at 10:30 am to 11:30am

to Knapp School at 10:30 am to 11:30 am

From Graceland Gardens at 1:00 pm to 2:00 pm

to the new Renaissance School location at 1510 Villa Street

Monday's stops

From Lee's Hardware 5:30 pm to 6:30 pm and Georgetown from 6:45 pm to 7:45 pm

to Blain's Farm and Fleet 5:30 pm to 7:30 pm

VII. New Business

a. Road Map to 2020

i. **Outcome: Patrons are welcomed into an inclusive environment**

Action Plan: Provide staff training in inclusivity

Who: Jessica MacPhail and community partners

Timeline: April 28, 2017, All-staff meeting held with Kenosha Library System

Progress: Staff reaction to training was very positive; followup training will be held May 19, 2017 on "True Colors" and June 2, 2017.

June 2, 2017, brief followup training was held.

June 9, 2017, new Kenosha/Racine Inclusion, Diversity and Equity Team met to discuss goals; July 18, 2017, group named IDEA and looked at draft policies.

July 20, 2017, policy based on Department of Public Instruction's "Inclusive Services Statement" approved by library board  
August 17, 2017 "Equity, Diversity, Inclusion: An Interpretation of the Library Bill of Rights (approved by the American Library Association June 27, 2017) presented to library board for approval (enclosure 2)  
August 17, 2017, policy on hiring presented to library board for approval (enclosure 3)

ii. **Outcome:** Patrons are able to access library resources from convenient locations

Action Plan: Sell the land that was purchased by the library board for a second location, after decision of Steering Committee was not to proceed with a second facility

Timeline: 6/17/15, letter of intent signed with NorthTerra  
Progress: 8/17/2017, request for extension to February 1, 2019 by NorthTerra presented to library board (enclosure 4)

iii. **Outcome:** Patrons have positive experiences in a dynamic, participatory, people-focused, trusted organization that is adequately funded, during hours and at locations that are convenient to them

Action Plan: Patrons are served by library employees who are paid a fair wage

Who: City of Racine, Library Board  
Timeline: 2016, City of Racine funded a salary study by Carlson Dettman  
Progress: 8/2/2017, City Council approved salary structure and implementation process  
8/9/2017, report distributed to Jessica MacPhail  
8/17/2017, action for 2017 presented to library board to consider for approval, at a cost of approximately \$23,737 for 2017, funding to come from Carryover (enclosure 5)

b. Financial Statement from previous month (enclosure 6)

VIII. Information

a. Road Map to 2020

**Outcome:** Patrons able to use Mobile Library consistently; Mobile Library is in service regularly

Action Plan: Funding provided by SCJ for replacement bookmobile

Progress: July 1, 2017, new bookmobile put into service August 1, 2017

Action Plan: Partner with other organizations to provide programming  
Timeline: April 7, 2017, Friends of the Library are investigating a partnership with RAM for their Wustum on Wheels or RAM on the Road programs  
Progress: **Programs will be held August 10, 2017 (Shorecrest) and August 15, 2017 (Sturtevant, South Park)**

**Outcome: Patrons are able to access library resources from convenient locations**

Action Plan: Investigate possible branch library in Sturtevant

Progress: 7/20/2017, RPL Foundation board presented with a request to fund a Market Study of a Sturtevant location; approved 8/10/2017 (enclosure 7)

- IX. Report of Upcoming continuing education opportunities for trustees:
- Wisconsin Library Association conference, Kalahari Resort & Convention Center, Wisconsin Dells, October 17-20, 2017
  - UW-Parkside Nonprofit Leadership Conference, November 14, 2017
  - Public Library Association Conference, Philadelphia, March 20-24, **2018**
- X. Consent Agenda
- Minutes of the July 20, 2017 board meeting (enclosure 8)
  - Vouchers and credit card purchases from previous month (enclosure 9)
  - Personnel Report:
    - Terminations PT:
    - Stephanie Price - Page
    - Jeffery Blake - Page
  - Dashboard Report for the past month (enclosure 10)
- XI. Items for the Next Agenda
- a. 2018 budget request to City of Racine
  - b. Ad-Hoc Marketing Committee
  - c. Update on partnership project
  - d. Sturtevant Library Project
- XII. Next regular meeting date is September 21, 2017

Reminder: the meeting scheduled for October 19, 2017 will be rescheduled for October 26, 2017 so as not to conflict with the Wisconsin Library Association conference.

- XIII. Adjournment

If you are disabled and have accessibility needs or need information interpreted for you, please call the Racine Public Library's Business Office at (262) 636-9170 at least 72 hours prior to the meeting.