

RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING
MINUTES
December 15, 2016

A regular monthly meeting of the Racine Public Library Board of Trustees was held on December 15, 2016, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

Board members Angelina Cruz, Mollie Jones, Ahmad Qawi, Sandra Riekoff, Chris Terry and Michele Woods were present. Board members Carole Johnson, Brian O'Connell and James O'Hagan were excused. Business Manager Dan Schultz and Library Director Jessica MacPhail were present. VISTA member Ciara Hartzog was also present.

President Kaprelian-Becker called the meeting to order at 4:35 PM.

No public wished to comment.

Discussion of the future of the library:

Ms. Riekoff reported on the Library Foundation board meeting. The Foundation board agreed to provide 10% of the funds raised through the appeal letter to the Friends of the Library, for the first time, and evaluate the process. There was definitely some confusion with this procedure.

Ciara Hartzog is the VISTA this year shared by Workforce Solutions and the library. She gave a presentation on the survey she conducted as part of her service.

Committee Reports

Ad-Hoc Marketing Committee had no report.

New Business

It was moved by Ms. Riekoff and seconded by Mr. Terry to approve \$500 towards the annual staff party, from the Boernke Fund. Motion carried.

It was moved by Ms. Riekoff and seconded by Ms. Woods to approve the revised Fiscal Policy (Road Map Goal VII-B). Motion carried.

Old Business

None

Information

Road Map to 2020 items:

1. IV-C: Outcome: Patrons are surveyed to see how effective children's library programming is

Organizational Management Action Plan: using Project Outcome, survey parents and caregivers about Storytimes and the Summer Reading Program

Who: Darcy Mohr and volunteers

Timeline: Storytimes will be surveyed by March 15; Summer Reading Program will be surveyed by August 15, 2016; evaluate by October 1, 2016

Progress: March 11, 2016, first survey completed

April 21, 2016, survey results presented to library board for storytimes. GOAL MET.

December 15, 2016, Update from Project Outcome shared with library board

Community Value: Free and Accessible to All, Programs, Resources & Services are Patron-Driven, Safe, Neutral space. Community Value: Customer Service, Collaboration, Innovation, Free and Accessible to All.

Pew Research Center: Offer free early literacy programs to help young children prepare for school.

2. IX-A3: Outcome: Partnership with Workforce Solutions to recruit VISTA member

Who: Jessie Miller-Carpiaux

Timeline: August 15, 2016, VISTA member Ciara Hartzog begins

Progress: **December 15, 2016, survey results presented to library board by Ciara Hartzog**

Community Value: Customer Service, Innovation, Programs, Resources & Services are Patron-Driven

Pew Research Center: offer programs to teach people, including children and senior citizens, how to use digital tools such as computers, smartphones and apps.

Report of Upcoming continuing education opportunities for trustees:

Free "Short Takes for Trustees" videos through December 31, 2016

Wisconsin Library Legislative Day, February 21, 2017

Wisconsin Association of Public Libraries conference, April 26-28, Holiday Inn Hotel & Convention Center, Stevens Point

American Library Association Annual Conference, Chicago, IL: June 22-27, 2017

Wisconsin Library Association conference, Kalahari Resort & Convention Center, Wisconsin Dells, October 17-20

Public Library Association Conference, Philadelphia, March 20-24, **2018**

Consent Agenda

It was moved by Mr. Terry and seconded by Ms. Jones that the following items be approved:

1. Minutes of the November 17, 2016 board meeting
2. Financial Statement from previous month
3. Vouchers and credit card purchases from previous month
4. Personnel Report:
 - a. Personnel Report:
 - i. Terminations: Cheryl Hansen, PT
 - ii. New Hires: Professional Substitutes Mary Ann Skold, Blair Klostermeier, Emily Patti
5. Dashboard Report for the past month

Motion carried.

Items for the Next Agenda

1. Road Map update
2. Ad-Hoc Marketing Committee
3. Report on the new scanner
3. Process for performance review of library director

There being no objections, Ms. Kaprelian-Becker adjourned the meeting at 5:05 PM.

Next regular meeting date is January 19, 2017 at 4:30 PM.

Respectfully submitted,

Jessica MacPhail
Recording Secretary