

RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
September 15, 2016 at 4:30 pm
Emily Lee Room

AGENDA

- I. Call to Order
- II. Public Comment
- III. Discussion of the Future of the Library
 - a. New library website demonstration by Melissa Donaldson and Terrence Woods
 - b. Feasibility Study Committee report (Sandy Riekoff)
 - c. Ideas and suggestions
- IV. Committee Reports
 - a. Finance and Personnel Committee minutes from August 11, 2016 meeting (enclosure one)
 - b. Ad-Hoc Building and Grounds Committee minutes from August 11, 2016 meeting (enclosure two)
- V. New Business, Action Items
 - a. Road Map to 2020 items:
 - i. Goal II-A, Funding, 2017 Budget (enclosure three)
 - ii. Goal II-A, Funding, 2017 Resource Library Agreement (same as 2016, enclosure four)
 - iii. Goal II-A, Funding, request from Feil Estate (enclosure five)
 - iv. Goal VII-B, Policies up-to-date
 1. Collection Development Policy (includes Kenosha; enclosure six)
 2. Meeting Rooms Policy; Rules and Regulations (minor changes; enclosure seven)
 3. Online Classes (no longer need a policy; enclosure eight)

4. Outreach Programming Policy, Youth Services Department (minor change; enclosure nine)
5. Proctoring Exams (remove requirement for library card, etc; enclosure ten)
6. Programming Policy (minor changes; enclosure eleven)
7. Public Bulletin Boards Use Policy (no changes suggested; enclosure twelve)
8. Racine History Room Policy; Rules and Regulations (room not locked, local authors defined; enclosure thirteen)
9. Small Group Study Rooms Policy; Rules and Regulations (youth services study room is now the Lego Room, enclosure fourteen)
10. Suggest Ad-Hoc Committee to review the Bylaws, last revised in 2011 (enclosure fifteen)
11. The meeting will convene in closed session to discuss a real estate transaction and pursuant to Wisconsin Statute 19.85(1)(c) (enclosure sixteen).

VI. Old Business

- a. Vacancies on library board
- b. Goal IX-I, Subscribe to cable TV for trial period, \$58.50/month plus \$1500 for two TVs, tabled from July 21, 2016 meeting (enclosure seventeen)
- c. Goal X-C3, Communication, recommend subscription to Constant Contact, \$40/month, tabled from July 21, 2016 meeting (enclosure eighteen)
- d. Goal II-E, Scanner \$30,000, tabled from July 21, 2016 meeting (enclosure nineteen)

VII. Information

- a. Road Map to 2020
 - i. Goal IV-C, Summer Reading Program survey completed (enclosure 20)
- b. Report from Library Foundation
 - i. Revised cost studies from architects (enclosure 21)
- c. Report of Upcoming continuing education opportunities for trustees:
 - i. Free "Short Takes for Trustees" videos through December 31, 2016
 - ii. Wisconsin Public Library Association Conference, October 25-28, 2016, Potawatomi Casino & Hotel, Milwaukee, registration now open (enclosure 22)
 - iii. Public Library Association Conference, Philadelphia, March 20-24, 2018

VIII. Consent Agenda

- a. Minutes of the July 21, 2016 board meeting – no meeting in August (enclosure 23)
- b. Financial Statement (enclosure 24)
- c. Vouchers and credit card purchases from previous two months (enclosure 25)
- d. Personnel Report:
 - i. New Hires PT:
 - 1. Alyssa Bates
 - 2. Jessica Washington
 - ii. Terminations PT:
 - 1. Karen Perez-Castillo
 - 2. Estreya Vasquez
 - 3. Dyshyah Hunter
- e. Dashboard Report for the past two months (enclosure 26)

IX. Items for the Next Agenda

- a. Road Map update

X. Next regular meeting date is October 20, 2016

XI. 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.