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RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES
January 19, 2017 at 4:30 pm
Emily Lee Room
REVISED
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, Report for 2016 (enclosure one)
- V. Committee Reports:
 - Road Map to 2020:
Outcome: Patrons easily find spaces to learn quietly and interact socially as a result of the new Facility Plan
 - V-A4: Organizational Management Action Plan: As a result of the Feasibility Study, establish library board Ad-Hoc Marketing Committee
Who: Chris Terry, Chair
- VI. New Business, Action Items
 - a. Process for annual review of library director (enclosure two)
 - b. Road Map to 2020:
 - i. VIII-B: Outcome: Patrons, board and staff are protected by policies that are up-to-date
Organizational Management Action Plan: Policies will be reviewed to keep current: Review new policies on use of display cases (enclosure three, adult and youth services)

VII. Old Business

a. Scanner update

II-E: Outcome: Patrons have access to Racine History archives

Organizational Management Action Plan: organize History Room for easier patron access

Who: Rebecca Leannah

Timeline: Research into purchasing a scanner began in 2015 and continued through July, 2016. Scanner to be purchased and ready for use by December 31, 2016.

Progress: June 20, 2016, Racine Authors collection policy in place
July 21, 2016, request for scanner to be presented to library board; tabled until September 15, 2016 meeting
September 15, 2016, board approved purchase of scanner
December 31, 2016, Rebecca is taking the Recollection Wisconsin Digital Toolkit Continuing Education program for starting and completing your digital collection, and is almost done with that. She is trying to make sure that we're up to industry standards so we can possibly link to RW or DPLA with our collection. We are also still waiting to find out if we got the LSTA Grant so we can get the servers we will need to host the information online
2016 GOAL MET; continues as a goal for 2017

b. Television update

IX-I: Outcome: Patrons are able to view special television events as they are being broadcast

Organizational Management Action Plan: subscribe to Time-Warner television's basic package and provide access to special events to patrons on two screens

Who: Programming team

Timeline: Provide access to three different live events before December 1, 2016 (Olympics, sports events, elections); evaluate outcome

Progress: July 21, 2016, request funding at library board meeting, tabled until October 13, 2016.

October 13, 2016, funding approved. October 27, 2016, two-year contract with Time Warner signed (\$150 installation charge, \$49.99

monthly charge; November 1, 2016, TV purchased (\$729.98 for TV and wall mount). November 17, 2016, Procedures approved by library board.

December 31, 2016, patrons regularly watching special events

2016 GOAL MET; activity continues for 2017

VIII. Information

- a. Report of Upcoming continuing education opportunities for trustees:
 - i. Wisconsin Library Legislative Day, February 21, 2017
 - ii. Wisconsin Association of Public Libraries conference, Holiday Inn Hotel & Convention Center, Stevens Point, April 26-28, 2017
 - iii. American Library Association Annual Conference, Chicago, IL: June 22-27, 2017
 - iv. Wisconsin Library Association conference, Kalahari Resort & Convention Center, Wisconsin Dells, October 17-20, 2017
 - v. Public Library Association Conference, Philadelphia, March 20-24, **2018**

IX. Consent Agenda

- a. Minutes of the December 15, 2016 board meeting (enclosure four)
- b. Minutes of the January 11, 2017 board meeting (to be presented at the meeting)
- c. Financial Statement from previous month (enclosure five)
- d. Vouchers and credit card purchases from previous month (enclosure six)
- e. Personnel Report:
 - i. No report
- f. Dashboard Report for the past month (enclosure seven)

X. Items for the Next Agenda

- a. Road Map to 2020: 2017 Goals
- b. Finance and Personnel Committee, Performance review of library director
- c. Ad-Hoc Marketing Committee

XI. Next regular meeting date is February 16, 2017

XII. 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.