

RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING
MINUTES
October 16, 2014

A regular monthly meeting of the Racine Public Library Board of Trustees was held on October 16, 2014, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

Board members Jane Barbian, Carole Johnson, Jerry Maller, Dwayne Olson, Sandra Riekoff, Chris Terry and Michele Woods were present. Board members Melissa Kaprelian-Becker, Doug Miller and Luisa Morales were excused. Business Manager Dan Schultz and Library Director Jessica MacPhail were also present.

President Sandra Riekoff called the meeting to order at 4:30 PM.

Committee Reports

1. It was moved by Mr. Olsen and seconded by Ms. Barbian that the minutes of the Finance and Personnel Committee for September 18, 2014 be approved. Motion carried.
2. The Ad-Hoc Building and Grounds Committee did not meet. President Riekoff gave a verbal report on the approval by the Library Foundation of a space planning contract with Library Planning Associates.

New Business

1. It was moved by Ms. Johnson and seconded by Mr. Olsen that the Dissolution of Trust with BMO Harris be approved. Motion carried.
2. The Impact Survey results and Edge Benchmarks Draft Action Plan were presented by Ms. MacPhail. No action was requested. The Draft Action Plan will be discussed at the November 14, 2014 all-staff meeting.
3. A review of the Employee Handbook was referred to the Finance and Personnel Committee, who will meet on November 20 at 4:00pm right before the Library Board meeting.
4. It was moved by Mr. Olsen and seconded by Ms. Barbian to refer the request from the Jehovah's Witnesses to the City Attorney for his opinion. Motion carried.

Consent Agenda

1. It was moved by Mr. Olsen and seconded by Ms. Barbian that the following items be approved:

- a. The minutes of the September 18, 2014 regular board meeting
- b. Personnel Report
 - i. New hires part time: Ricardo Vidal, Stephanie Price, Dawn Seeger
 - ii. Resignations: Karin Adams, full-time; Christopher Chamberlain, part-time
- c. The vouchers and credit card purchases of the past month
- d. Financial reports for the past month
- e. Library Director's Report
- f. Dashboard Report

Motion carried.

Old Business

1. It was moved by Mr. Maller and seconded by Ms. Barbian to approve the amended 2015 budget request, reflecting Internal Services expenses which were not available last month. Motion carried.
2. Ms. Riekoff presented a verbal report on the Library Foundation. The Foundation has hired Library Planning Associates to conduct a space planning assessment by March, 2015. The report from the Steering Committee, "Library Feasibility Study," was distributed and will be released on October 22, 2014. It will be available through the library's website.

Items for the Next Agenda

- a. Report from Ad-Hoc Building & Grounds Committee
- b. Draft Action Plan from Edge Benchmarks
- c. Request from the Jehovah's Witnesses.

Next meeting date is November 20, 2014.

Having no further business to conduct, the meeting adjourned at 5:40 PM.

Respectfully submitted,

Jessica MacPhail
Recording Secretary