

RACINE PUBLIC LIBRARY  
BOARD OF TRUSTEES' MEETING  
MINUTES  
July 21, 2016

A regular monthly meeting of the Racine Public Library Board of Trustees was held on July 21, 2016, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

Board members Carole Johnson, Mollie Jones, Melissa Kaprelian-Becker, Brian O'Connell, James O'Hagan, Ahmad Qawi, Sandra Riekoff and Michele Woods were present. Board member Chris Terry was absent. Business Manager Dan Schultz, Library Director Jessica MacPhail and Staff member Nick Demske were also present.

President Kaprelian-Becker called the meeting to order at 4:32 PM.

No public wished to comment.

Ms. Riekoff reported on the Nominating Committee's slate of candidates: Melissa Kaprelian-Becker for a second one-year term as President, Ms. Riekoff for Vice-President, and Ms. Johnson for Secretary.

It was moved by Mr. O'Connell and seconded by Mr. Qawi to accept the slate of officers by acclamation. Motion carried.

Discussion was held about the future of the library:

Ms. Riekoff reported on the Feasibility Study Committee, which met with Karen Rose of Library Strategies on July 15, 2016. They went through the process which will be followed and identified names of potential interviewees. Letters will be sent to the interviewees, followed by phone calls to schedule the interviews during the week of September 26, 2016. A full report will be issued in October. Other fund-raising campaigns were noted, as well as other types of funding partnerships.

Ms. Riekoff also reported on the Library Buildings Workshop she attended on July 14, noting especially accessibility issues, and the role of the library in the community: "The community's third place," "Catalyst project for downtown growth," and to think big – but adjust for reality.

No action was taken.

## **New Business**

### 1. Road Map to 2020 items:

- a. Goal II-A, RFID startup: It was moved by Mr. O'Hagan and seconded by Mr. O'Connell to fund the RFID startup at a cost of \$7,580.60 from the Boernke Fund. Motion carried.
- b. Goal II-E, Scanner: It was moved by Ms. Riekoff and seconded by Ms. Johnson to defer action until September 15, 2016. Motion carried.
- c. Goal V-A3, Architects' cost estimate due to library board: It was moved by Ms. Johnson and seconded by Ms. Riekoff to receive and file, since the presentation will be made to the Library Foundation Board on August 11, 2016. Motion carried.
- d. Goal IX-I, Subscribe to cable TV for trial period: It was moved by Ms. Johnson and seconded by Ms. Riekoff to table the item. Motion carried.
- e. Goal X-C3, Subscribe to Constant Contact: It was moved by Ms. Johnson and seconded by Mr. O'Connell to defer the item until the August meeting. Motion carried.

## **Old Business**

Mr. O'Hagan reported that he missed Dwayne Olsen, former library board member. All agreed.

## **Information**

Road Map to 2020 items:

1. Road Map to 2020, Quarterly Report was presented.
2. Goals Met:
  1. VI-A, Racine County Plan of Library Service
  2. X-C1, Staff Communication Survey

Upcoming continuing education opportunities for trustees:

1. Free "Short Takes for Trustees" videos through December 31, 2016
2. Wisconsin Public Library Association Conference, October 25-28, 2016, Potawatomi Casino & Hotel, Milwaukee
3. Public Library Association Conference, Philadelphia, March 20-24, **2018**

Report from Library Foundation:

The Foundation board will meet July 26, 2016 at 4:30pm and August 11, 2016 at 5pm.

## **Consent Agenda**

It was moved by Ms. Johnson and seconded by Ms. Riekoff that the following items be approved:

1. Approval of the minutes of the June 16, 2016 board meeting

2. Report of vouchers and credit card purchases from previous month
3. Report of Financial statement from previous month
4. Personnel Report: No report
5. Dashboard Report for the past month

Motion carried.

### **Old Business**

None

### **Items for the Next Agenda:**

Quarterly Road Map to 2020 report, including:

- a. Finance and Personnel Committee report on the 2017 budget overview; meeting date is August 11, 2016 at 3:30pm
- b. Ad-Hoc Building and Grounds Committee joint meeting with the Foundation Board on August 11, 2016 at 5:00pm
- c. Goal IX-I, Subscribe to cable TV for trial period, \$58.50/month plus \$1500 for two TVs
- d. Goal X-C3, Constant Contact, \$40/month

Next regularly scheduled board meeting date is Thursday, August 18, 2016 at 4:30pm. Mr. O'Hagan, Mr. Qawi and Ms. Jones will be absent.

Having no further business to conduct, the meeting adjourned at 5:30 PM.

Respectfully submitted,

Jessica MacPhail  
Recording Secretary