

RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING
MINUTES
November 17, 2016

A regular monthly meeting of the Racine Public Library Board of Trustees was held on November 17, 2016, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

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

Vice-President Riekoff called the meeting to order at 4:35 PM.

No public wished to comment.

Discussion of the future of the library:

Ms. MacPhail reported on the Wisconsin Library Association conference.

Ms. Riekoff reported on feedback from the Feasibility Study Committee.

New Business

It was moved by Ms. Johnson and seconded by Mr. O'Connell to approve the 2017 Memorandum of Agreement between Lakeshores Library System and Racine Public Library. Motion carried.

It was moved by Ms. Johnson and seconded by Mr. Qawi to establish an Ad-Hoc Marketing Committee, with Chris Terry as Chair. Mr. Terry will recruit members for the committee. Motion carried.

Old Business

1. Board vacancies: Ms. Angelina Cruz, a prospective board member, was in attendance.

Information

1. Road Map to 2020

1. Results of patron comments on Quarterly Report to the public, overview format:

1. Handicap Accessibility bathrooms needs to be updated; toilet seat covers for toilets [has been added as a task to the Road Map]
2. I [heart] the library

2. **VII-A: Outcome: Patrons able to use Mobile Library consistently; Mobile Library is in service regularly**

Progress:

November 9, 2016 memo from Mr. Swendrowski:

Your chassis is now complete at Freightliner and preparing for shipment to TriVan in WA for the body install. Please find attached a sneak peek at the body drawings. They are missing a 3rd storage compartment on the driver's side behind the axle, but that is being addressed.

Once the body is done, the unit will then head to Farber in Columbus for final finishing. It is expected at Farber in early December, and expected to be ready for final inspections in March. We will start seeing engineered drawings and finish samples from Farber very soon.

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

Progress:

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 presented to library board.

4. **X-C: Outcome: Patrons rely on staff having open, clear, timely communication via feedback and transparent, interactive quarterly evaluation**

Progress: October 24, 2016, report from Stephanie Brunner and Darcy Mohr.

2. Bylaws approved October 13, 2016 were distributed

3. 2017 Calendar of meetings was distributed

4. Report of Upcoming continuing education opportunities for trustees:

1. Free "Short Takes for Trustees" videos through December 31, 2016
2. Wisconsin Library Legislative Day, February 21, 2017
3. Wisconsin Association of Public Libraries conference, April 26-28, Holiday Inn Hotel & Convention Center, Stevens Point
4. American Library Association Annual Conference, Chicago, IL: June 22-27, 2017
5. Wisconsin Library Association conference, Kalahari Resort & Convention Center, Wisconsin Dells, October 17-20

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

Consent Agenda

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

1. Minutes of the October 13, 2016 board meeting
2. Minutes of the November 3, 2016 board meeting
3. Financial Statement from previous month
4. Vouchers and credit card purchases from previous month
5. Personnel Report:
 1. New hires PT:
 1. Danielle Poisl – Page
 2. Moriah Thompkins - Page
 2. Terminations:
 1. Sarah Corso - Prof Sub
 2. Paige Mano - Prof Sub
6. Dashboard Report for the past month

Motion carried.

Items for the Next Agenda

1. Road Map update
2. Ad-Hoc Marketing Committee
3. Report from the Library Foundation
4. Report on the new scanner

Ms. Johnson moved to adjourn. Meeting adjourned at 5:35 PM.

Next regular meeting date is December 15, 2016 at 4:30 PM.

Respectfully submitted,

Jessica MacPhail
Recording Secretary