



75 Seventh Street
Racine, WI 53403-1201

administration: 262-636-9170
adult services: 262-636-9217
circulation services: 262-636-9241
youth services: 262-636-9245
fax: 262-636-9260
www.racinelibrary.info

RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES
September 20, 2018 at 4:30 pm
Emily Lee Room
AGENDA

- I. Call to Order
- II. Public Comment
- III. Committee appointments
- IV. Discussion of the Future of the Library
 - a.
- V. **Committee Reports – Finance and Personnel Committee meeting, August 16, 2018 (enclosure 1)**
- VI. Old Business

- a. Organizational Goal - Programming
Outcome: Local artists publicly showcase their artwork in the library
Action Plan: Create a plan offering artists the opportunity to publicly showcase their artwork
Who: Julia Heiser and Programming Team
Timeline: August 16, 2018, draft policy presented; tabled until the next board meeting.
September 20, 2018, draft policy not ready.

- VII. New Business

- a. Community Engagement Goal – Bookmobile
Outcome: Patrons able to use Bookmobile consistently; Bookmobile is in service regularly
Action Plan: Deposit funds into Mobile Outreach Services Fund, to be used for replacement of current bookmobile
Who: Dan Schultz

Progress: September 20, 2018, memo to library board requesting that \$13,050 from the sale of the old bookmobile be deposited into this fund (enclosure 2)

b. Organizational Management Goal – Policies

Outcome: Patrons are served by a strong, flexible organization

Outcome: Patrons and staff are protected by policies which are up-to-date

Action Plan: Policies are reviewed regularly to keep current.

Who: Library Director and managers

Timeline: By December 31, 2018, policies more than three years old will be reviewed and updated if necessary

Progress: January 18, 2018, the following revised, new, and reviewed policies were approved by the library board:

Library Equipment Rules and Regulations

Homebound Service

Laptop Use and Rules and Regulations

Safe Child Policy

Outreach Programming, Adult

Equipment Use Policy

Internet Access Acceptable Use and Rules and Regulations

Gift and Donor Recognition

Racine History Room Rules and Regulations

August 16, 2018, library board approved Resolution of Compliance (2018-1) and Resolution of Representation (2018-2)

September 20, 2018, library board considered the following updated policies for approval (enclosure 3):

Furniture and Equipment Disposal Policy

Policy on Naming of Library Buildings and Spaces

Trust Fund Investment and Use Policy

c. Financial Statement (enclosure 4)

VIII. Information

a.

IX. Report of Upcoming continuing education opportunities for trustees:

- 2018:

- Wisconsin Library Association Annual Conference, October 23-26, 2018, Radisson La Crosse and La Crosse Convention Center
- 2019:
 - Online Wild Wisconsin Winter Web Conference, January 23 and 24, 2019 – registration information will be sent when available
 - Wisconsin Association of Public Libraries Annual Conference, May 1-3, 2019, Holiday Inn and Central Wisconsin Convention + Expo Center, Rothschild
 - American Library Association Annual Conference, June 20-25, 2019, Washington, DC
 - Wisconsin Library Association Annual Conference, October 8-11, 2019, Kalahari Resort & Convention Center, Wisconsin Dells
- 2020:
 - Public Library Association Conference, February 25–29, 2020, Nashville, Tenn.
 - Wisconsin Association of Public Libraries Annual Conference, April 29-May 1, 2020, Best Western Premier Waterfront Hotel & Convention Center, Oshkosh
 - American Library Association Annual Conference, June 25-30, 2020, Chicago, IL
 - Wisconsin Library Association Annual Conference, October 27-30, 2020, Hyatt Regency & KI Convention Center, Green Bay
- 2021:
 - American Library Association Annual Conference, June 24-29, 2021, Chicago, IL
- 2022:
 - Public Library Association Conference, March 22–26, 2022, Portland, Ore.
 - American Library Association Annual Conference, June 23-28, 2022, Washington, DC

X. Consent Agenda

- Minutes of the regular August 16, 2018 board meeting (enclosure 5)
- Vouchers and credit card purchases from previous month (enclosure 6)
- Personnel Report:
 - Terminations:
 - FT = Rachel Zuffa - Librarian II
 - PT = Blair Klostermeier - Professional Substitute
- Dashboard report for previous month (enclosure 7)

XI. Items for the Next Agenda

- a. 2019 budget update
- b. revised position descriptions for managers and administration
- c. Outreach presentation

XII. Next regular meeting date is October 18, 2018

XIII. Adjournment

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