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RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES
December 20, 2018 at 4:30 pm
Emily Lee Room
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
- V. Old Business
 - a. Engaging the Community Goal – Accessibility

Outcome: Patrons are welcomed into an inclusive environment

Action Plan: Investigate not charging fines for overdue materials

Who: Bob Margis

Timeline: March 16, 2017, library board approved a one-year suspension of overdue fines for all children's materials, not just those items checked out by students aged 5-10 years old. The motion included requiring a report comparing data of materials not returned before and after the suspension.

Progress: March 15, 2018, library board approved not charging fines for overdue children's materials. Further, library board approved that all RPL overdue materials fines be suspended for one year, and that all existing overdue fines for RPL materials be zeroed out, with a final recommendation back to the board in March, 2019.

December 20, 2018, request library board approve elimination of all overdue fines for RPL materials.

- VI. New Business
 - a. Engaging the Community Goal - Bookmobile

Outcome: Patrons able to use Bookmobile consistently; Bookmobile is in service regularly

Action Plan: Evaluate all bookmobile stops for usage and geographic location

Who: Bob Margis and Bookmobile staff

Progress: April 19, 2018, a report was presented to the library board and changes to the 2018 summer schedule were approved.
June 14, 2018, Bookmobile Celebration held at Shorecrest
July 4, 2018, Bookmobile to be in Fourth of July Parade
December 20, 2018, request library board approve switching Mondays, 1-2pm, from Renaissance School, 1510 Villa, to 21st Century School, beginning January 7, 2019.
GOAL ONGOING

b. Engaging the Community Goal – Funding

Outcome: Patrons have positive experiences in a dynamic, participatory, people-focused, trusted organization that is adequately funded, during hours and at locations that are convenient to them

Action Plan: Patrons are served by library employees who are paid a fair wage

Who: City of Racine, Library Board

Timeline: By December 31, 2018, approves 2019 budget including adequate funding for library

Progress: November 13, 2018, City Council passes 2019 budget

December 20, 2018, library board considers for approval 2019 budget as passed by City Council

c. Engaging the Community Goal – Programming

Outcome: Middle school girls learn coding

Action Plan: RPL partners with Local schools to provide STEM program at the Schools

Who: Rebecca Leannah, Melissa Donaldson, and Matt Jerke

Timeline: By June 30, 2018, staff will use "Girls Who Code" at Starbuck Middle School

Progress: The Club has been meeting since February 7. They will continue to meet until the girls finish their project or school ends whichever comes first. The team plans to do more clubs next school year.

May 17, 2018, presentation by Melissa Donaldson to library board; other staff involved are Matt Jerke and Rebecca Leannah.

May 23, 2018, after attending the DPI workshop Students as Creators: Connecting through STEM, Maker, Coding and Hands-on Learning together, Rebecca Leannah and Todd Reinke were eligible to apply for a grant to continue the program. Grant was denied. Friends of the Library are being asked to fund the continuation of the program.

November 13, 2018, Friends of the Library approved funding for half the amount needed, \$2500

December 20, 2018, request library board approval to fund the other half, \$2500, from Boernke Fund

d. Organizational Management Goal - Budgeting

Outcome: Patrons are served by a strong, flexible organization

Action Plan: Lakeshores Library System Memorandum of Understanding and Memorandum of Agreements are filed accurately and on time.
Who: Jessica MacPhail, Dan Schultz
Timeline: By December 31, 2018, the library board receives Memorandum of Understanding and Memorandum of Agreements to consider for approval
Progress: August 16, 2018, the library board approved the Memorandum of Agreement. December 20, 2018, request library board approve the 2019 Memorandum of Agreement, setting the Racine County, Kenosha County and Walworth County reimbursement revenue of \$1,548,807 for 2019 for circulation of materials in 2017 (enclosure 1);

- e. Financial Statement (enclosure 2)
- f. Review process of conducting library director's performance evaluation

VII. Information

a. Community Value Goals - Collaboration

Outcome: Patrons benefit from RPL's participation in state and national projects
Action Plan: Racine Public Library invited to participate in a sample assessment as a follow-up to the national 2015 Edge Assessment, to be completed by December 15. Because of our participation, our library will be the first to receive the new peer comparison reports and the new Edge resources and tools.
Who: Director and library staff
Timeline: By December 15, the assessment will be completed.
Progress: November 28, 2018, Invitation received.

VIII. Report of Upcoming continuing education opportunities for trustees:

- 2019:
 - Online Wild Wisconsin Winter Web Conference, January 23 and 24, 2019 – invitation will be sent when available
 - American Library Association Mid-Winter Meeting, January 25, 2019 - January 29, 2019, Seattle, WA
 - 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

IX. Consent Agenda

- Minutes of the regular November 15, 2018 board meeting (enclosure 3)
- Vouchers and credit card purchases from previous month (enclosure 4)
- Personnel Report:
 - New Hire PT:
 - Prof Sub's - Victoria Kollar & Katherine Fiala
- Dashboard report for previous month (enclosure 5)

X. Items for the Next Agenda

- a. Performance review of library director

XI. Next regular meeting date is January 17, 2019.

XII. Adjournment

If you 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.