



75 7<sup>th</sup> Street  
Racine, WI 53403

P 262-636-9212  
W RacineLibrary.info

## Regular Board Meeting

DATE: **Thursday, October 21<sup>st</sup>, 2021**

TIME: **4:30 pm**

PLACE: Racine Public Library  
75 7<sup>th</sup> Street, Emily Lee Room  
Racine, WI 53403

Meeting available on Zoom.us at the following meeting link:

<https://us02web.zoom.us/j/83100517361>

If you require a sign language interpreter, assistive listening devices, or other accommodations to participate in this meeting, please contact the Racine Public Library's Business office (262-636-9170) at least 72 hours in advance.

Via phone: Call in: 1-312-626-6799

**Meeting ID:** 831 0051 7361

**Passcode:** 511527

*This meeting will be open to the public at the Racine Public Library as well as virtually via Zoom. Those wishing to observe virtually may do so by downloading the Zoom app to their personal computer, tablet, or smart phone, and utilizing the above information to join via computer, or they may dial in by telephone. If you wish to communicate in written format with the Board, send comments to the Executive Director at 75 7<sup>th</sup> Street, Racine, WI 53403 or [angela.zimmermann@racinelibrary.info](mailto:angela.zimmermann@racinelibrary.info).*

## AGENDA

- 1. Call to Order**
- 2. Roll Call & Introductions**
- 3. Comments from the Public**

*Information and comment may be received from the public by the Library Board, but solely as to matters that appear on the Agenda for that meeting. The public comment session shall last no longer than 15 minutes and individual presentations are limited to (3) minutes per speaker. These time limits may be extended at the discretion of the Board President. The Library Board may have limited discussion on the information received, however, no action will be taken on issues raised during the public comment session unless they are otherwise on the agenda for that meeting. Public comments should be addressed to the Library Board as a body. Presentations shall not deal in personalities or personal attacks on members of the Board, the applicant for any project, or Library employees. Comments, questions and concerns shall be presented in a respectful and professional manner. Any questions to an individual member of the Library Board or Staff will be deemed out of order by the Board President.*

- 4. Correspondence**

- a. [Racine & Me: Racine Public Library 20210918](#)
- b. [Telemundo Wisconsin Interview 20210930](#)
- c. [Journal Times Article 20211003](#)
- d. [Press Release for Ashley Cedeño, RPL Social Worker 20211004](#)
- e. [Racine County Eye 20211006](#)
- f. [Journal Times Article Full-time Social Worker Hired 20211018](#)

## 5. Consent Agenda

- a) Approve Minutes of September 2021 Meeting
- b) Approve Payment of Monthly Invoices and Credit Card Purchases
- c) Approve September Monthly Financial Report
- d) Review/Approve 3<sup>rd</sup> Quarter Trust Funds Report
  - i. BMO Global Asset Management Trust and Custody Services Annual Fee Schedule – Business Manager, Schultz

## 6. Reports

- a) RPL Board President – Trustee Trottier
- b) City Council Liaison – Trustee Kaprelian
- c) RPL Foundation – Trustee Trottier
- d) RUSD Liaison – Trustee O’Connell
- e) Building & Grounds Report – Trustee O’Connell
- f) Finance & Personnel Committee Report – Trustee Kaprelian
  - i. Recommendation to approve Programming/Marketing Assistant position description
  - ii. Recommendation to approve Circulation Clerk position description
  - iii. Recommendation to approve Technology Team Assistant position description
  - iv. Recommendation to approve Head of Digital Services and Innovation position description
  - v. Recommendation to approve Business Manager position description
- g) RPL Executive Director – Zimmermann

## 7. New Business (Discussion/Action Items)

- a) 2<sup>nd</sup> Floor Renovation Update by Product Architecture + Design – Discussion/Information
- b) Decision on new staircase to be included in the scope of the project for the 2<sup>nd</sup> floor renovation – Discussion/Action
- c) Approval of Racine Public Library’s Rule of Behavior Policy (combining the Customer Promise and the Safe Child Policy into one policy with procedures) – Discussion/Action
- d) RPL Trustee Library Emails and Open Records Law – Discussion/Information
- e) Racine Public Library Foundation Purpose and Goals – Discussion/Information
- f) DPI Trustee Essentials TE13: Library Advocacy – Discussion/Information
- g) DPI Trustee Essentials TE14: The Library Board and the Open Meetings Law – Discussion/Information

## 8. Closed Session

Please take notice that the Library Board of Trustees of the Racine Public Library will make a motion to go into closed session pursuant to § Wis. Stat. 19.85(1) (c) to discuss the employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of the governing body. Review Executive

Director's decision on the hiring of a Deputy Director. You are further notified that at the end of the Closed Session, a motion will be made to reconvene in open session pursuant to § Wisc. Stat. 19.85(2) to consider possible action on matters discussed in closed session.

**9. Open Session**

Motion to reconvene into open session pursuant to § Wis. Stat 19.85(2) for possible discussion and/or action concerning any matter discussed in closed session.

**10. Referral Items to Committees**

**11. Trustee Comments**

**12. Confirmation of Next Meeting:**

*Regular Library Board Meeting: Thursday, November 18<sup>th</sup> at 4:30 pm*

**13. Adjournment**