

RACINE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
May 21, 2020 at 4:30 pm  
via Zoom

**Topic: RPL Trustee's Board Meeting**  
**Time: May 21, 2020 04:30 PM Central Time (US and Canada)**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/6906097197?pwd=RXgwYkluemUvL1ZCd2FSUGJIWmREZz09>

**Meeting ID: 690 609 7197**

**Password: 186024**

#### MINUTES

SPECIAL NOTE – LIBRARY CLOSED BY ORDER OF THE GOVERNOR BEGINNING MARCH 16, 2020 DUE TO COVID-19 PANDEMIC PROTOCOL

President Tracy Austin called the meeting to order at 4:30pm via Zoom with a verbal roll call.

Present via Zoom: Tracy Austin, Nat Coffman, Angela Cruz, Maurice Horton, James O’Hagan, Ahmad Qawi, Chris Terry and Sue Trottier. Also present via Zoom were Jessica MacPhail, Executive Director; Dan Schultz, Business Manager; and staff members Nick Demske, Bob Margis and Darcy Mohr. Board member Melissa Kaprelian was absent.

Public Comment – **Zoom** meeting due to COVID-19 pandemic protocol – no comments.

#### Committee Reports

Search Committee report – John Keister LLC has been hired. He has been working with Mr. O’Hagan and Ms. Austin as well as other board members and staff to prepare the job posting.

The position is now posted at <https://www.johnkeister.com/racine/> .

Bob Margis and Darcy Mohr have agreed to be the co-Interim Directors as of July 7, 2020. This will be on the June board agenda for board action.

#### New Business

Mr. O’Hagan moved and Mr. Horton seconded a motion to approve the 2019 Annual Report to DPI. Motion carried; Ms. Austin will sign and scan it back to Ms. MacPhail to be filed.

Ms. Trottier moved and M. O’Hagan seconded a motion to approve the Racine Library Pandemic Preparedness Plan renamed to Racine Library Resilience Plan, and new Rules and Regulations created focusing on procedures. Motion carried.

Mr. O'Hagan moved and Ms. Cruz seconded a motion to approve the Revised Customer Promise – Rules for Library Use. Motion carried.

#### Information

Strategic Plan update: Leaps Accomplished were presented

Leave Without Pay previously approved for Jessie Miller-Carpiaux postponed due to COVID-19; will be rescheduled when possible

Project 1 (lobby) being done in small parts while the library is closed, approved from New Facilities Fund

Final payment to David Jakes approved from New Facilities Fund

Payment to John Keister and Associates, LLC approved from Boernke Fund

President Austin thanked outgoing board members Marie Craig and Michele Woods for their service on the library board. It has been very much appreciated.

Mr. Terry moved and Ms. Trottier seconded approval of the Consent Agenda:

Financial Report for last month

Vouchers

Minutes, last month's meeting

Dashboard Report – no report

Personnel Report – no report

Motion carried.

#### Items for the Next Agenda

Search Committee report

Naming of co-Interim Directors Bob Margis and Darcy Mohr, and compensation adjustment

Next regular meeting date is June 18, 2020

At 5:15pm, there being no further business, the meeting was adjourned.

Jessica MacPhail

Recording Secretary