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## **Racine Public Library Board of Trustees Minutes September 2021 APPROVED** **Meeting Minutes**

A regular monthly meeting of the Racine Public Library Board of Trustees was held September 16<sup>th</sup>, 2021 at 4:30 pm via a hybrid fashion (video conference and in-person) due to the COVID-19 global pandemic.

*Board Members present:* Freda Barkley, Angelina Cruz, Melvin Hargrove, Rebecca Hornung, Melissa Kaprelian, Brian O’Connell, James O’Hagan, Chris Terry, and Sue Trottier. Executive Director Angela Zimmermann and Business Manager Dan Schultz were also present. Staff guests included Head of Business Development Shay King, Social Worker Ashley Cedeño, and Shelver II Brianna Fuentes.

*Excused Board Members:* Ahmad Qawi.

1. **Call to Order.** Meeting was called to order at 4:33 pm.
2. **Introductions.** Shay King, Ashley Cedeño, and Brianna Fuentes were all introduced.
3. **Comments from the Public.** None.
4. **Correspondence.** The Journal Times articles were shared in relation to the publicity received for the Fall Literacy Festival and the RUSD Stuff the Bus Campaign.
5. **Consent Agenda.** Brian O’Connell made a motion to accept the consent agenda as presented. Angelina Cruz seconded. Motion passed.
6. **Reports.** Reports were given from Board President, City Council Liaison, RPL Foundation, RUSD Liaison, Finance & Personnel Committee, and the Executive Director. Executive Director and staff reports can be found in the Board packet.
7. **New Business (Discussion/Action Items)**
  - a. **Introduction and Welcome to Shay King, Head of Business Development and Ashley Cedeño, Social Worker to the RPL Team – Information.** Staff members were introduced and provided background. No action needed.
  - b. **Meet and Greet with Brianna Fuentes, Shelver II – Information.** Brianna shared her duties and responsibilities, and excitement for RPL. No action needed.

- c. **Racine Public Library FY2022 Budget – Discussion/Action.** James O’Hagan made a motion to accept the FY2022 Budget as presented. Becki Hornung seconded. Motion passed.
- d. **Racine Public Library FY2022 Narrative and Strategic Initiatives - Discussion/Action:** James O’Hagan made a motion to accept the FY2022 narrative and strategic initiatives as presented. Melvin Hargrove seconded. Motion passed.
- e. **Approve City of Racine’s COVID-19 policy requiring that City of Racine employees comply with certain COVID-19 testing and public health protections – Discussion/Action:** Melvin Hargrove made a motion to accept the City of Racine COVID-19 policy as presented. Brian O’Connell seconded. Motion passed.
- f. **Approve City of Racine’s Employee COVID-19 Policy in relation to procedures for close contact, symptomatic, or for those who test positive – Discussion/Action:** Melvin Hargrove made a motion to accept the City of Racine COVID-19 policy in relation to procedures for close contact, symptomatic, or for those who test positive as presented. Angelina Cruz seconded. Motion passed.
- g. **Update on 2<sup>nd</sup> Floor renovation and timeline – Information.** The Foundation agreed to fund the new staircase, however the architects came back with a huge budget discrepancy. The architects will be joining the October Board meeting to provide an update on the entire project.
- h. **Consideration of RPL Board Bylaws, Article V. Committees, and the creation of either another standing or ad hoc committee related to Policy/Services/Programming – Discussion/Action:** It was decided ultimately that this type of committee would not fall within the role of the Board of Trustees. To be discussed again in the coming months.
- i. **DPI Trustee Essentials TE11: Planning for the Library’s Future – Discussion/Information:** The review of the DPI Trustee Essentials #11 and #12 took place.
- j. **DPI Trustee Essentials TE12: Library Standards – Discussion/Information:** The review of the DPI Trustee Essentials #11 and #12 took place.

**8. Referral Items to Committees.** James O’Hagan requested a discussion about the Racine Public Library Foundation to be placed on the next Library Board’s agenda.

**9. Trustee Comments.** None.

**10. Confirmation of Next Meeting**

*Regular Library Board Meeting: Thursday, October 21<sup>st</sup> at 4:30 pm*

**11. Adjournment.** Brian O’Connell made the motion to adjourn and Becki Hornung seconded. Meeting was adjourned.