



75 7th Street
Racine, WI 53403

P 262-636-9212

W RacineLibrary.info

Racine Public Library Board of Trustees December 2021 **APPROVED** Meeting Minutes

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

Board Members present: Angelina Cruz, Melvin Hargrove, Rebecca Hornung, Melissa Kaprelian, Brian O’Connell, James O’Hagan, and Sue Trottier. Executive Director Angela Zimmermann and Business Manager Dan Schultz were also present.

Excused Board Members: Ahmad Qawi and Chris Terry

1. **Call to Order.** President Trottier called the meeting to order at 4:34 pm.
2. **Roll Call & Introductions.** Trustees Cruz, Hargrove, Hornung, Kaprelian, O’Connell, O’Hagan, and Trottier were present. No guests were present.
3. **Comments from the Public.** Mayor Cory Mason, Alderman Jeff Coe, RPL Deputy Director Nick Demske, and Adult Services Lead Supervisor SueMcGrath addressed the Board of Trustees.
4. **Correspondence.** Any correspondence and links were shared on the December agenda.
5. **Consent Agenda.** Trustee O’Connell made a motion to accept the consent agenda as presented. Trustee Kaprelian seconded. Motion passed.
6. **Reports.** Reports were given from the Executive Director, Board President, City Council Liaison, RPL Foundation, and the RUSD Liaison. Executive Director and staff reports can be found in the Board packet. The Finance & Personnel Report had several items requiring discussion action.
 - a. **Recommendation to eliminate the Reference Clerk II position title and change to Adult Services Assistant – Discussion/Action:** Trustee Kaprelian made a motion to accept the Adult Services Assistant job description as presented. Trustee Hornung seconded. Motion passed.
 - b. **Recommendation to eliminate the Network Administrator position title and change to Digital Services and Innovation Associate – Discussion/Action:** Trustee Kaprelian made a motion to accept the Digital Services and Innovation Associate job description as presented. Trustee Hornung seconded. Motion passed.

- c. **Recommendation to approve updated RPL Organizational Chart – Discussion/Action:** Trustee Kaprelian made a motion to accept the updated RPL Organizational Chart as presented. Trustee Cruz seconded. Motion passed.
- d. **Recommendation to not move forward with the 3% increase for fulltime City Residents as the City of Racine Common Council approved for all City staff – Discussion/Action:** Trustee Kaprelian made a motion to not move forward with the 3% increase for fulltime City Residents as presented. Trustee Trottier seconded. Roll Call: Yes- Hargrove, Hornung, Kaprelian, Trottier. No- Cruz, O’Connell, O’Hagan. Motion passed.
- e. **Recommendation to not move forward with the HSA increased contributions for City residents as the City of Racine Common Council approved for all City staff – Discussion/Action:** Trustee Kaprelian made a motion to not move forward with the HSA increased contributions for City Residents as presented. Trustee Trottier seconded. Roll Call: Yes- Cruz, Hargrove, Hornung, Kaprelian, O’Hagan, Trottier. No- O’Connell.
- f. **Recommendation to raise minimum wage to \$15 for all library employees – Discussion/Action:** Trustee Kaprelian made a motion to raise minimum wage to \$15 for all library employees as presented. Trustee Trottier seconded. Motion passed.

7. New Business (Discussion/Action Items)

- a. **Adopt the City of Racine’s COVID-19 Temporary Policy Addendum for Vacation Carryover – Discussion / Action:** Trustee O’Connell made a motion to accept the City of Racine’s COVID-19 Temporary Policy Addendum for Vacation Carryover as presented. Trustee Kaprelian seconded. Motion passed.
- b. **Accept BMO Global Asset Management termination of services related to the Racine Public Library trust funds and allow the Business Office to transfer all funds to Johnson Bank – Discussion / Action:** Trustee Kaprelian made a motion to authorize the Executive Director and the Business Manager to begin the process to transfer all library funds from BMO to Johnson Bank. Trustee O’Connell seconded. Motion passed.
- c. **Approve \$6,000 from the Gifts & Memorials Fund to be used towards new shades for the Youth Services Department:** Trustee O’Hagan made a motion to approve the funds to be utilized from the Gifts & Memorials Fund to be used towards new shades for the Youth Services Department. Trustees Trottier seconded. Motion passed.

8. Referral Items. None.

9. Trustee Comments. None.

10. Confirmation of Next Meeting:

Regular Library Board Meeting: Thursday, January 20th at 4:30 pm

11. Adjournment: Trustee O’Connell made the motion to adjourn the meeting at 5:56 pm and Trustee Kaprelian seconded. Meeting was adjourned.