



75 7th Street
Racine, WI 53403

P 262-636-9212

W RacineLibrary.info

Racine Public Library Board of Trustees March 2022 **APPROVED** Meeting Minutes

A regular monthly meeting of the Racine Public Library Board of Trustees was held March 17th, 2022 at 4:30 pm via a hybrid fashion (video conference and in-person).

Board Members present: Angelina Cruz, Damian Evans, Melvin Hargrove, Melissa Kaprelian, Brian O’Connell, James O’Hagan, Chris Terry, and Sue Trottier. Executive Director Angela Zimmermann was also present.

Excused Board Members: Rebecca Hornung

1. **Call to Order.** President Trottier called the meeting to order at 4:32 p.m.
2. **Roll Call & Introductions.** Trustees Cruz, Evans, Hargrove, Kaprelian, O’Connell, O’Hagan, Terry, and Trottier were present. No guests were present.
3. **Comments from the Public.** None.
4. **Correspondence.** Any correspondence and links were shared on the March agenda.
5. **Consent Agenda.** Trustee Terry made a motion to accept the consent agenda as presented. Trustee O’Connell 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 and Personnel Committee did meet last on March 4th and Trustee Kaprelian submitted a report.
 - a. Finance & Personnel Committee Report
 - i. **Recommendation to approve Youth Services Specialist position description – Discussion/Action:** Trustee Kaprelian made a motion to approve the Youth Services Specialist position description as presented. Trustee O’Hagan seconded. Motion passed.
 - ii. **Executive Director’s 2021 Performance Evaluation Summary – Discussion/Action:** Trustee O’Hagan made a motion to approve the Executive Director’s performance evaluation summary as presented. Trustee Kaprelian seconded. Motion passed.
7. **New Business (Discussion/Action Items)**
 - a. **Discussion on whether Racine Public Library Board meetings continue to be held in a hybrid fashion or if trustees are expected to attend in-person –**

Discussion/Action: It was decided that meetings would continue in a hybrid fashion. No action necessary.

b. 2nd Floor Renovation Update and discussion on exact trust funds to be used for the project and/or if a matching/capital campaign is needed –

Discussion/Action: Executive Director Zimmermann provided an update on the 2nd floor renovation status and discussed the remaining funds needed for the entire project. The Racine Public Library Foundation meets next on April 14th and will discuss the feasibility of conducting a capital campaign. No action necessary.

c. Approval of the Internet Access and Wireless Network Policy (combining the Internet Access Policy, Internet Access Rule and Regulation, and Wi-Fi Access Policy into one policy) -

Discussion/Action: Trustee O’Hagan made a motion to approve the Internet Access and Wireless Network Policy. Trustee Terry seconded. Motion passed.

d. Discussion on Executive Director’s 2022 Goals –

Discussion/Action: Trustee O’Hagan made a motion to approve the Executive Director’s 2022 Goals as presented. Trustee Kaprelian seconded. Motion passed.

e. DPI Trustee Essentials TE17: Membership in the Public Library System –

Information/Discussion: The review and discussion of the DPI Trustee Essentials #17 and #18 occurred.

f. DPI Trustee Essentials TE18: Library Board Appointments and Composition –

Information/Discussion: The review and discussion of the DPI Trustee Essentials #17 and #18 occurred.

8. Referral Items.

a. Referred to the Finance and Personnel Committee to review the process to evaluate the Executive Director to allow opportunity for conversation between the Executive Director and the Board of Trustees.

b. Requested of the Racine Public Library Foundation relating to any outstanding funds for the 2nd floor project and if fundraising is needed.

9. Trustee Comments. None.

10. Confirmation of Next Meeting:

Regular Library Board Meeting: Thursday, April 21st at 4:30 pm.

11. Adjournment: Trustee Kaprelian made the motion to adjourn the meeting at 5:28 pm and Trustee Hargrove seconded. Meeting was adjourned.