



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

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## Regular Board Meeting

DATE: **Thursday, June 16th, 2022**  
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/82614290077>

Via phone: Call in: 1-312-626-6799  
**Meeting ID:** 826 1429 0077  
**Passcode:** 078408

*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 smartphone, 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.*

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.

#### 4. Correspondence

- a) [Litigants need help? Send them to the library \(really\)! Gavel Talks Podcast recording with the American Bar Association 04192022](#)
- b) [An explanation on what antiracism is \(and isn't\) during virtual talk at Parkside & Racine Library 04262022](#)
- c) [Racine Public Library Renovations to begin this week 05012022](#)
- d) [Racine Public Library begins 2<sup>nd</sup> Floor Construction 05022022](#)
- e) [Racine County libraries may be hit with unexpected funding cut from neighboring Walworth County](#)
- f) [Journal Times editorial: Racine Public Library upgrades are welcome 05062022](#)
- g) [Racine Public Library has new projects and resources 05072022](#)
- h) [Racine Public Library announces new Bookmobile schedule](#)
- i) [Ashley Cedeño on being Racine's 1st Library Social Worker](#)

#### 5. Consent Agenda

- a) Approve Minutes of April 2022 Meeting
- b) Approve Payment of Monthly Invoices and Credit Card Purchases
- c) Approve May Monthly Financial Report

#### 6. Reports

- a) Executive Director Report – Angela Zimmermann
- b) RPL Board President – Trustee Trottier
- c) City Council Liaison – Trustee Kaprelian
- d) RPL Foundation – Trustee Trottier
- e) RUSD Liaison – Trustee O'Connell
- f) Building & Grounds Committee Report – Trustee O'Connell
- g) Finance & Personnel Committee Report – Trustee Kaprelian
  - i. Recommendation from Finance & Personnel to accept City of Racine's \$750 retention bonus for full-time employees employed as of December 31<sup>st</sup>, 2021 and remained employed at the end of April 2022, and to request the Racine Public Library Foundation to fund an additional one-time retention bonus of \$350 for the part-time staff who were employed on 12/31/21. – Discussion/Action (retroactive action)
  - ii. Recommendation from Finance & Personnel to approve recommended changes to the Stationary Engineer position description – Discussion/Action
  - iii. Recommendation from Finance & Personnel to approve recommended changes to the Administrative Assistant position description – Discussion/Action
  - iv. Recommendation from Finance & Personnel to approve recommended changes to the Fiscal Policy – Discussion/Action
  - v. Recommendation from Finance & Personnel to approve recommended changes to the Trust Fund Investment and Use Policy – Discussion/Action
  - vi. Recommendation from Finance & Personnel to approve recommended changes to the Gifts and Donor Recognition Policy – Discussion/Action
  - vii. Recommendation from Finance & Personnel to approve recommended changes to the Librarian II position description for the Adult Services and Programming Librarian - Discussion/Action

- viii. Recommendation from the Finance & Personnel Committee to approve the Executive Director's performance evaluation process (referral from the March Board of Trustees meeting) - Discussion/Action

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

- a) Approval of a delayed opening of the Library and the Bookmobile on Friday, June 17<sup>th</sup> for Whole Person Librarianship Training – Discussion/Action
- b) Approve recommended changes to the Home Delivery Services Policy – Discussion/Action
- c) Approve recommended changes to the Inclusive Services Policy and adopting it as an Inclusive Services Statement from the Board of Trustees – Discussion/Action
- d) Approve recommended changes to the Programming Policy – Discussion/Action
- e) Approve Racine Public Library's Emergency Procedures – Discussion/Action
- f) Approve recommended changes to the Lost and Found Procedures – Discussion/Action
- g) Approve recommended changes/elimination of the Reference Services Policy and the Reference Services Rules and Regulations - Discussion/Action
- h) Approve recommended changes to the Library's Social Media for the Public Policy - Discussion/Action
- i) Approve recommended changes to the Naming of Library Buildings and Spaces Policy - Discussion/Action
- j) Approve recommendation to utilize \$24,000 from the Library Materials Trust Fund towards equipment for the new Techmobile - Discussion/Action
- k) Discussion on spending authorization for the Executive Director concerning change orders in relation to the 2nd floor renovation - Discussion/Action
- l) Approve \$25,000 to be utilized from the Library's Francis Langner Trust Fund for the purchase of 30x60" nesting tables and nesting/stacking chairs for the Atrium/Lee spaces - Discussion/Action
- m) Adopt the American Library Association's Freedom to Read Statement – Discussion/Action
- n) Adopt the American Library Association's Freedom to View Statement – Discussion/Action
- o) DPI Trustee Essentials TE21: The Library Board and Accessible Services– Information/Discussion
- p) DPI Trustee Essentials TE22: Freedom of Expression and Inquiry – Information/Discussion

**8. Referral Items**

**9. Trustee Comments**

**10. Confirmation of Next Meeting:**

*Regular Library Board Meeting: Thursday, July 21st, 2022 at 4:30 pm*

**11. Adjournment**