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Racine Public Library Board of Trustees September 2022 APPROVED Meeting Minutes

A regular monthly meeting of the Racine Public Library Board of Trustees was held September 15th, 2022 at 4:30 pm via a hybrid fashion (video conference and in-person).

Board Members present: Angelina Cruz, Damian Evans, Melvin Hargrove, Rebecca Hornung, Carl Hubbard, Melissa Kaprelian, Brian O’Connell, James O’Hagan, and Sue Trottier.

Excused Board Members: Alberto Huerta and Jenny Trick

Staff Members present: Executive Director Angela Zimmermann, Deputy Director Nick Demske, and Business Manager Evelin Garcia

1. **Call to Order.** President Trottier called the meeting to order at 4:30 pm.
2. **Roll Call & Introductions.** Executive Director Zimmermann introduced Eric Nelson from the public as an eventual and hopeful new Board of Trustee.
3. **Comments from the Public.** None.
4. **Correspondence.** Any correspondence and links were shared on the September agenda.
5. **Consent Agenda.** Trustee O’Hagan made a motion to approve the consent agenda as presented. Trustee Kaprelian seconded. Motion passed unanimously.
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 had several items for action:
 - a) **Recommendation from the Finance & Personnel Committee to approve the new job description for the Public Safety Specialist position – Discussion/Action:** Trustee Kaprelian made a motion to approve the new job description for the Public Safety Specialist as presented. Trustee Hargrove seconded. Motion passed unanimously.
 - b) **Recommendation from the Finance & Personnel Committee to approve the updated Bookmobile Drive position description – Discussion/Action:** Trustee Hargrove made a motion to approve the new job description for

the Bookmobile Driver as presented. Trustee Kaprelian seconded. Motion passed unanimously.

- c) **Recommendation from the Finance & Personnel Committee to approve the updated Hiring Policy – Discussion/Action:** Trustee Evans made a motion to approve the updated Hiring Policy as presented. Trustee Hargrove seconded. Motion passed unanimously.
- d) **Recommendation from the Finance & Personnel Committee (*dependent upon F&P meeting on September 14th*) to approve the Assistant Custodian position – Discussion/Action:** Trustee Kaprelian made a motion to approve the new job description for the Assistant Custodian as presented. Trustee O’Hagan seconded. Motion passed unanimously.

7. New Business (Discussion/Action Items)

- a) **Approve changes to the Circulation Policy – Discussion/Action:** Trustee O’Hagan made a motion to accept the changes to the Circulation Policy. Trustee Kaprelian seconded. Motion passed unanimously.
- b) **Discussion on Racine Public Library 1st draft of the 2023 Operational Budget – Discussion:** Trustee O’Hagan made a motion to accept the Racine Public Library 2023 Operational Budget as presented. Trustee Kaprelian seconded. Motion passed unanimously.
- c) **Discussion on the 2023 Goals and Narrative for Racine Public Library – Discussion/Action:** Trustee Kaprelian made a motion to accept the 2023 Goals and Narrative for Racine Public Library as presented. Trustee Hargrove seconded. Motion passed unanimously.
- d) **Unite Against Book Bans initiative of the American Library Association – Discussion/Action:** Trustee Hubbard made a motion to approve the Racine Public Library to join the Unite Against Book Bans initiative of the American Library Association. Trustee Hornung seconded. Motion passed unanimously.
- e) **DPI Trustee Essentials TE23: Dealing with Challenges to Library Materials or Policies:** The review and discussion of the DPI Trustee Essentials chapters #23 and #24 occurred.
- f) **DPI Trustee Essentials TE24: Library Friends and Library Foundations:** The review and discussion of the DPI Trustee Essentials chapters #23 and #24 occurred.

8. Referral Items. None.

9. Trustee Comments. None.

10. Confirmation of Next Meeting.

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

11. Adjournment. Trustee Hargrove made a motion to adjourn the meeting at 5:24 pm and Trustee Evans seconded.