

RACINE PUBLIC LIBRARY  
BOARD OF TRUSTEES' MEETING  
MINUTES  
December 17, 2015

A regular monthly meeting of the Racine Public Library Board of Trustees was held on December 17, 2015, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

Board members Carole Johnson, Melissa Kaprelian-Becker, Dwayne Olsen, Ahmad Qawi, Sandra Riekoff and Michele Woods were present. New board member Mollie Jones, Alderwoman of the 2<sup>nd</sup> District, was present. Board members Luisa Morales, James O'Hagan, Luisa Morales, Brian O'Connell and Chris Terry were excused. Business Manager Dan Schultz and Library Director Jessica MacPhail were also present. Staff member Nick Demske was also present.

President Kaprelian-Becker called the meeting to order at 4:30 PM.

#### Committee Reports

1. It was moved by Mr. Qawi and seconded by Mr. Olsen to approve the minutes of the Finance and Personnel Committee. Motion carried.
2. It was moved by Ms. Johnson and seconded by Mr. Olsen to approve the oral report of the Ad-Hoc Building and Grounds Committee, recommending that Ms. MacPhail contact Library Strategies and request that they attend a meeting of the Committee. Motion carried.

#### New Business

1. It was moved by Ms. Johnson and seconded by Mr. Qawi that the City of Racine's 2016 wage adjustment be approved for qualifying library employees. Motion carried.
  - a. A 2% increase for those non-represented employees who did not receive a salary increase in 2015, 2014 or 2013 (library director; head of circulation, technical services and outreach; head of adult and youth services; business manager; administrative assistant; professional substitute librarians; pages)
  - b. A .73% increase (as regulated by state law) for members of the Racine Professional Employees Association
2. It was moved by Mr. Olsen and seconded by Ms. Johnson to approve the Lakeshores Library System Memorandum of Agreement. Motion carried.
3. It was moved by Ms. Johnson and seconded by Ms. Riekoff to approve the Mobile Library specifications, pending the donor's approval. Motion carried.
4. It was moved by Ms. Riekoff and seconded by Mr. Qawi to approve the extension of the land sale contract for 90 days, pending a payment of \$2,000 to the library to compensate for the cost of mowing the land. Motion carried.
5. It was moved by Ms. Riekoff and seconded by Ms. Johnson to terminate the lease with Borzynski as of December 31, 2015, if the extension terms are accepted. Motion carried.

## 6. Information

- a. Ms. MacPhail reviewed the revised Rules and Regulations Governing Circulation of Materials; no action was necessary.
- b. Ms. MacPhail presented the Road Map to 2020 and requested input from board members.
- c. Upcoming opportunities for trustees:
  - a. Wisconsin Library Association Library Legislative Day, February 9, 2016, Madison, WI
  - b. Wisconsin Library Association conference, November 3-6, 2015, Madison Marriott West, Middleton, WI
  - c. Public Library Association conference, April 5-9, 2016, Denver, CO (Mr. O'Connell will be attending)

## Old Business

None

## Consent Agenda

1. It was moved by Ms. Johnson and seconded by Mr. Olsen that the following items be approved:
  - a. The minutes of the November 19, 2015 regular board meeting
  - b. Personnel Report
    - i. New Hire PT: Sumana Manda
    - ii. Terminations, PT: Sumana Manda
  - c. The financial report for the past month
  - d. Library Director's report
  - e. The check and credit card purchases report for the past month
  - f. Dashboard report

Motion carried.

## Items for the Next Agenda

- a. Draft "Road Map to 2020"
- b. Review of policies last amended in 2005-2008 – Library Director
- c. 2016 wage scale – Business Manager
- d. Parking lot update

Next regularly scheduled board meeting date is January 21, 2016.

Having no further business to conduct, the meeting adjourned at 5:33 PM.

Respectfully submitted,

Jessica MacPhail  
Recording Secretary