

RACINE PUBLIC LIBRARY  
BOARD OF TRUSTEES' MEETING  
MINUTES  
May 21, 2015

A regular monthly meeting of the Racine Public Library Board of Trustees was held on May 21, 2015, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

Board members Jane Barbian, Melissa Kaprelian-Becker, Dwayne Olsen, Sandra Riekoff and Michele Woods were present. Board members Carole Johnson, Jerry Maller, Doug Miller, Luisa Morales and Chris Terry were excused. Business Manager Dan Schultz, Library Director Jessica MacPhail and Head of Adult and Youth Services Darcy Mohr were also present. Anders Dahlgren, Library Planning Associates and Joe Huberty, Partner, Engberg Anderson Architects were invited to the meeting; Lee Jaramillo, Principal, Northterra Real Estate Group, and Tim Baumstark, Director, Racine Creative Center were invited to the meeting.

President Riekoff called the meeting to order at 4:33 PM.

Public Forum – none.

Committee Reports – Finance and Personnel Committee

1. It was moved by Ms. Kaprelian-Becker and seconded by Mr. Olsen that the Finance and Personnel Committee meet to amend the evaluation form and process. Motion carried.
2. It was moved by Ms. Kaprelian-Becker and seconded by Ms. Barbian to authorize the board president to execute a non-binding letter of intent or option to purchase the library's land once acceptable revisions are made, at no financial cost to the board. Motion carried.
3. It was moved by Ms. Barbian and seconded by Mr. Olseon that the minutes of April 16, 2015 and May 19, 2015 be accepted. Motion carried. Ms. Riekoff noted that at the next meeting of the committee, donor acknowledgment be on the agenda.

Committee Reports – Ad-Hoc Building and Grounds Committee

1. The Ad-Hoc Building and Grounds Committee
  - a. Mr. Dahlgren and Mr. Huberty presented a draft of the proposed space plan for review. It was moved by Mr. Olsen and seconded by Ms. Woods to accept the report. Motion carried.
  - b. Mr. Jaramillo and Mr. Baumstark presented information on the proposed use of an off-site makerspace area for the library. It was moved by Mr. Olsen and seconded by Ms. Kaprelian-Becker to continue further nonbinding discussion with a letter of intent. Motion carried.

## New Business

1. It was moved by Ms. Kaprelian-Becker and seconded by Ms. Woods to approve a new Mobile Library stop for the summer at Dairy Queen, 7106 Washington Avenue, on Tuesdays between 11am and 12pm. Motion carried.

## Consent Agenda

1. It was moved by Mr. Olsen and seconded by Ms. Kaprelian-Becker that the following items be approved:
  - a. The minutes of the April 16, 2015 regular board meeting
  - b. Personnel Report –
    - FT: Terrence Woods promotion to Library Associate Circulation Services
    - Chris Tobias lateral promotion to Library Associate Technical Services
    - Amber Schaus promotion to FT Library Assistant Technical Services
    - Marianne Ruff promotion to FT Library Assistant Circ/Tech Services
    - Heidi Fudge lateral move from a split position to Library Assistant Circulation. PT: Nancy Reeser retired
  - c. The vouchers and credit card purchases and financial reports for the past month
  - d. Library Director's Report
  - e. Dashboard Report

Motion carried.

## Old Business

It was noted that Jane Barbian is finishing her term as the RUSD representative due to her retirement. President Riekoff noted that she very much appreciated Ms. Barbian's input and support, and wished her luck in her retirement.

## Items for the Next Agenda

- a. Meeting of the Ad-Hoc Building and Grounds Committee will be held on Thursday, June 11, 2015 at 3pm.
- b. Report from the Nominating Committee
- c. Evaluation summary of the Battle of the Books program
- d. Update on Microfilm project

Next meeting date is June 18, 2015.

Having no further business to conduct, the meeting adjourned at 5:42 PM.

Respectfully submitted,

Jessica MacPhail  
Recording Secretary