

RACINE PUBLIC LIBRARY  
BOARD OF TRUSTEES' MEETING  
MINUTES  
October 15, 2015

A regular monthly meeting of the Racine Public Library Board of Trustees was held on October 15, 2015, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

Board members Carole Johnson, Melissa Kaprelian-Becker, Brian O'Connell, James O'Hagan, Dwayne Olsen, Ahmad Qawi and Michele Woods were present. Board members Sandy Riekoff and Chris Terry were excused. Board member Luisa Morales was absent. Business Manager Dan Schultz and Library Director Jessica MacPhail were also present. Mick Burke from the Racine Journal-Times and Karen Britton, member of the public, were also present.

President Kaprelian-Becker called the meeting to order at 4:37 PM.

Public Forum – none.

Ms. MacPhail presented the 2015 State of the Racine Public Library, which was also presented to the City Council Committee of the Whole on Tuesday, October 6, and at the all-staff meeting on Friday, October 9.

#### Committee Reports

1. It was moved by Ms. Johnson and seconded by Mr. Olson that the recommendation of the Finance and Personnel Committee for the 2016 budget be approved as presented. Motion carried.

#### New Business

1. It was moved by Ms. Johnson and seconded by Mr. O'Connell that the SHARE bylaws be approved. Motion carried.
2. Information
  - a. Age of patrons' access to materials
    - a. The bylaws of the Racine Public Library Board of Trustees and the Collection Development Policy were distributed.
  - b. A survey of the use of the parking lot was distributed
  - c. Ms. MacPhail was accepted into an evaluation program of Project ENABLE, a training program for librarians serving people with disabilities.
  - d. Ms. Riekoff was not present to give a report on the meeting she attended, Building your capacity - Sustaining your library.

- e. The Mobile Library's generator was repaired, but a wiring problem was discovered.
- f. No update on the land sale.
- g. A report on the turnover rate of video games was presented.
- h. Upcoming opportunities for trustees:
  - a. **Building Your Capacity...Sustaining Your Library: Friends, foundations, and fundraising**  
SEWI Program  
Time/Date: 9am-12pm, Tuesday, September 29, 2015  
Location: New Berlin Public Library  
[Info & Registration](#)
  - b. Annual dinner for library trustees held by Lakeshores Library System, October 20, 2015, Lake Geneva, WI
  - c. Wisconsin Library Association conference, November 3-6, 2015, Madison Marriott West, Middleton, WI
  - d. Public Library Association conference, April 5-9, 2016, Denver, CO (Mr. O'Hagan strongly recommended attendance by trustees; Mr. O'Connell expressed interest in attending)

#### Old Business

None

#### Consent Agenda

1. It was moved by Ms. Johnson and seconded by Mr. O'Hagan that the following items be approved:
  - a. The minutes of the September 15, 2015 regular board meeting
  - b. Personnel Report
    - i. Terminations, PT: Karen Luchterhand
    - ii. Promotion to FT: Rebecca Leannah
    - iii. New Hires PT: Dyshyiah Hunter, Jeffery Blake
  - c. The financial report for the past month
  - d. The check and credit card purchases report for the past month
  - e. Dashboard Report

Motion carried.

2. Ms. MacPhail explained that the two community advisory boards which were put into place for the grant proposal will be revived. It was moved by Mr. Olsen and seconded by Mr. O'Connell that the Library Director's report be approved. Motion carried.

#### Items for the Next Agenda

- a. Review of policies last amended in 2005-2008
- b. 2016 budget if necessary
- c. Mobile Library update

- d. Parking lot use survey update
- e. Report from attendees at conferences
- f. Ad-Hoc Building and Grounds Committee Report

Next regularly scheduled board meeting date is November 19, 2015.

Having no further business to conduct, the meeting adjourned at 5:30 PM.

Respectfully submitted,

Jessica MacPhail  
Recording Secretary