

RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING
MINUTES
April 21, 2016

A regular monthly meeting of the Racine Public Library Board of Trustees was held on April 21, 2016, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

Board members Carole Johnson, Mollie Jones, Melissa Kaprelian-Becker, Brian O'Connell, James O'Hagan, Dwayne Olsen, Sandra Riekoff and Michele Woods were present. Board member Ahmad Qawi was excused. Board members Luisa Morales and Chris Terry were absent. Business Manager Dan Schultz and Library Director Jessica MacPhail were also present. Staff members Brian Giese and Bob Margis were also present. Aaron Knapp from the Journal Times was also present.

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

Discussion was held about the future of the library.

Committee Reports

1. It was moved by Mr. Olsen and seconded by Mr. O'Connell that the minutes of the Finance and Personnel Committee meeting of April 13, 2016 be approved. Motion carried.

New Business

1. No action was necessary on the request for approval to distribute funds from the Library Materials Fund.
2. It was moved by Mr. O'Connell and seconded by Ms. Johnson to approve the estimate from Finishing Touch to repair the damaged Mobile Library. Motion carried.
3. It was moved by Ms. Johnson and seconded by Mr. O'Connell to approve the concept of an RFID system. Motion carried.
4. It was moved by Ms. Johnson and seconded by Mr. Olsen to refer to the Finance and Personnel Committee a request for reclassification of two employees. Motion carried.
5. It was moved by Ms. Riekoff and seconded by Mr. Olsen to approve, in concept, a one-year trial of parking lot spaces for library users. Motion carried.

Information

1. Road Map 2020 quarterly progress [formerly Library Director's Report] (enclosure six)

2. Road Map to 2020 items
3. Update from architectural firm Product Architecture + Design; contract sent to City Attorney
4. Update on Mobile Library replacement – bids due to Mr. Swendrowski by April 15, 2016
5. Report from Image Management website upgrade – no report; contract sent to City Attorney
6. Report from Library Strategies fundraising study – no report; contract sent to City Attorney
7. Project Outcome survey of Storytimes
8. Report from Library Foundation
9. Update on land sale – meeting with DOT on April 26, 2016 on access to land
10. Report of Financial statement from previous month
11. Report of vouchers and credit card purchases from previous month
12. Upcoming continuing education opportunities for trustees:
 - a. Free “Short Takes for Trustees” videos through December 31, 2016
 - b. Wisconsin Association of Public Libraries, May 11-13, 2016, Best Western Premier Waterfront Hotel & Convention Center, Oshkosh
 - c. Wisconsin Public Library Association Conference, October 25-28, 2016, Potawatomi Casino & Hotel, Milwaukee
 - d. Public Library Association Conference, Philadelphia, March 20-24, 2018

Old Business

None

Consent Agenda

1. It was moved by Ms. Johnson and seconded by Mr. Olsen that the following items be approved:
 - a. Approval of the minutes of the Ad-Hoc Building and Grounds Committee, March 14, 2016
 - b. Approval of the minutes of the Finance and Personnel Committee meeting, March 15, 2016
 - c. Approval of the minutes of the March 17, 2016 board meeting
 - d. Approval of the minutes of the Special Board meeting, March 30, 2016
 - e. Personnel Report:
 1. Promotion to FT: Dawn Seeger
 2. Terminated: Jonathan Massie
 - f. Dashboard Report for the past month

Motion carried.

Items for the Next Agenda

1. Finance and Personnel Committee report
2. Ad-Hoc Building and Grounds Committee report
3. Board mission and vision statement
4. Board structure
5. Serving the homeless population
6. Road Map to 2020 items:
 - a. Safe Child Policy revision
 - b. Mobile Library vendor selection; consider inviting Mr. Swendrowski to a special library board meeting to present his recommendation

Special note: meeting notices will now be sent as a calendar invitation.

Ad-Hoc Building and Grounds Committee meets Monday, May 2, 2016 at 4:30pm.

Finance and Personnel Committee meets Thursday, May 19, 2016 at 4:00pm.

Next regularly scheduled board meeting date is May 19, 2016.

Having no further business to conduct, the meeting adjourned at 5:27 PM.

Respectfully submitted,

Jessica MacPhail
Recording Secretary