

RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES' MEETING
MINUTES
May 19, 2016

A regular monthly meeting of the Racine Public Library Board of Trustees was held on May 19, 2016, at 4:30 PM at the Racine Public Library in the Emily Lee Room.

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

Vice-President Sandra Riekoff called the meeting to order at 4:30 PM.

Ms. Donaldson and Mr. Woods demonstrated the first version of the revised website and asked for feedback, which was very positive. They proposed asking the community to help design a new logo, again to positive comments. No action was taken.

Mr. Michael Swendrowski presented his recommendation for the Mobile Library replacement. It was moved by Ms. Johnson and seconded by Mr. O'Connell to accept the bid of Farber Specialty Vehicles. Motion carried.

Discussion was held about the future of the library:

Mission and Vision Statements
Board structure
Services to the homeless
Possible uses for a second bookmobile

No action was taken.

Committee Reports

1. It was moved by Mr. Olsen and seconded by Ms. Woods that the minutes of the Ad-Hoc Building and Grounds Committee meeting of May 2, 2016 be approved. Motion carried.

2. It was moved by Ms. Johnson and seconded by Mr. Qawi to recommend approval of the Finance and Personnel Committee's recommendations from the meeting held earlier at 4:00 PM:

Reclassification of two positions whose tasks have changed as the needs of the library have changed, retroactive to January 1, 2016:

Recommend reclassifying the full-time position of Technical Services Associate, LU-4, to Technical Services Associate II, LU-5. This salary changes from \$19.55 per hour to \$20.40 per hour; and

Recommend reclassifying the part-time position of Processing Clerk I to Reference Clerk II. This salary changes from \$12.93 per hour to \$13.31 per hour; and

After review of the City of Racine's 2016 salary scale revealed discrepancies, recommend the following changes, retroactive to January 1, 2016:

Recommend that the salary of the Manager of Circulation, Outreach and Technical Services, NR-14, be raised to match the Manager of Adult and Youth Services, NR-14, retroactive to January 1, 2016. This salary changes from \$32.02 per hour to \$33.86 per hour; and

Recommend that the hourly salary of the Business Manager, NR-13, be increased above the minimum entry level for the position. This salary changes from \$29.99 per hour to \$32.80 per hour.

Motion carried.

New Business

1. It was moved by Ms. Johnson and seconded by Mr. Olsen to approve the revised Safe Child Policy. Motion carried.
2. It was moved by Mr. Olsen and seconded by Ms. Johnson to approve the amended draft intergovernmental agreement with RUSD, pending attorney review. Motion carried with Mr. O'Connell and Mr. O'Hagan abstaining.

Information

Road Map to 2020 items

1. Report from Image Management website upgrade – City Attorney review completed, contract signed
2. Report from Library Strategies fundraising study – City Attorney review completed, contract signed
3. Project Outcome survey of Movie Nights/Book Group (enclosure nine)
4. Meeting with Department of Transportation

5. Report from Library Foundation – no meeting; Ms. Riekoff reported that the Foundation and Ad-Hoc Building and Grounds Committee are holding a joint meeting on June 6, 2016 at 4:30PM and will be discussing creation of a Feasibility Study Committee.
6. Report of Financial statement from previous month
 1. Ms. Johnson reported that the online Gale Courses now available to all Racine and Walworth County residents are the result of a partnership between the public libraries and the Workforce Development offices in both counties, and are being funded by Racine and Walworth Counties; as a result of the collaboration between the Racine Workforce Development Center and RPL, a VISTA is being recruited to set up a way to provide one-on-one technological help for those who need it.
7. Report of vouchers and credit card purchases from previous month
8. Upcoming continuing education opportunities for trustees:
 1. Free “Short Takes for Trustees” videos through December 31, 2016
 2. Wisconsin Public Library Association Conference, October 25-28, 2016, Potawatomi Casino & Hotel, Milwaukee
 3. Public Library Association Conference, Philadelphia, March 20-24, **2018**

Consent Agenda

1. It was moved by Mr. Olsen and seconded by Mr. O’Hagan that the following items be approved:
 - a. Approval of the minutes of the April 21, 2016 board meeting
 - b. Personnel Report: No report
 - c. Dashboard Report for the past month

Motion carried.

Old Business

None

Items for the Next Agenda

1. Finance and Personnel Committee minutes of May 19, 2016 meeting
2. Ad-Hoc Building and Grounds Committee report of June 6, 2016 meeting
3. Road Map to 2020 items:

Ad-Hoc Building and Grounds Committee meets Monday, June 6, 2016 at 4:30pm.
Next regularly scheduled board meeting date is Thursday, June 16, 2016 at 4:30pm.

Having no further business to conduct, the meeting adjourned at 6:00 PM.

Respectfully submitted,

Jessica MacPhail
Recording Secretary