

City of Sheboygan
2019-05-23

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MEAD PUBLIC LIBRARY BOARD OF TRUSTEES - 3:45 PM - The Loft Meeting Room

Meetings are held at the Mead Public Library, 710 N 8th Street, Sheboygan WI. Persons with disabilities who need accommodations to attend this meeting should contact Mead Library Administration at 920-459-3400 ext. 3411.

1. OPENING OF MEETING

1.1 CALL TO ORDER AND DETERMINATION OF QUORUM - MAEVE QUINN, PRESIDENT

1.2 WELCOME TO NEW LIBRARY TRUSTEES

1.3 PLEDGE OF ALLEGIANCE

1.4 PUBLIC COMMENTS [5 PEOPLE AT 5 MINUTES EACH] (PLEASE SIGN IN PRIOR TO MEETING)

1.5 APPROVAL OF MINUTES

ATTACHMENT: Minutes Board of Trustees 4-25-2019.docx

1.6 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS

1.7 ADOPT RESOLUTION IN HONOR OF THE SERVICE OF DOLCYE JOHNSON AS MEAD PUBLIC LIBRARY TRUSTEE

2. COMMITTEE REPORTS

2.1 STRATEGIC PLAN COMMITTEE - MAEVE QUINN, CHAIR. REPORT OF 5/8/19 MEETING

ATTACHMENT: Minutes Strategic Plan Committee 5-8-19.docx

2.2 HR COMMITTEE - KATHIE NORMAN, CHAIR. REPORT OF 5/14/19 MEETING

ATTACHMENT: Minutes Human Resources Committee 5-14-2019.docx

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 DISCUSSION OF LIBRARY SECURITY

3.2 TABLE OF ORGANIZATION

ATTACHMENT: Table of Organization - 2019 Current.xlsx

ATTACHMENT: Table of Organization - 2020 Proposed.xlsx

3.3 JOB DESCRIPTIONS

ATTACHMENT: Support Services Manager - Proposed.docx

ATTACHMENT: Business Manager - Proposed.docx

ATTACHMENT: Public Services Manager - Proposed.docx

4. DIRECTOR'S REPORT

4.1 UPDATE ON SERVICES AND PROGRAMMING

4.2 UPDATE ON OUTSIDE/BUILDING PROJECTS

4.3 MONTHLY STATISTICS

ATTACHMENT: April Statistics MPL.pdf

5. ELECTION OF OFFICERS

5.1 NOMINATIONS FROM THE FLOOR AND ELECTION OF OFFICERS FOR 2019-2020
(CLOSED BALLOT PERMITTED) - PRESIDENT - VICE PRESIDENT

5.2 REMARKS FROM OUTGOING AND INCOMING OFFICERS

5.3 ADOPT SCHEDULE OF MEETINGS FOR 2019-2020

ATTACHMENT: Board of Trustees Meeting Schedule 2019.docx

5.4 APPOINT FINANCE OFFICER FOR 2019-2020 - PRESIDENT

5.5 CONFIRM/PROPOSE ONE BUT NO MORE THAN TWO TRUSTEES FOR CONTINUED
SERVICE/ELECTION AS DIRECTORS OF THE MEAD PUBLIC LIBRARY FOUNDATION - PRESIDENT

5.6 CONFIRM/PROPOSE TRUSTEE TO SERVE ON/FOR APPOINTMENT TO THE MONARCH BOARD
- PRESIDENT

5.7 APPOINT STANDING COMMITTEE CHAIRS AND MEMBERS AS SET FORTH IN THE BYLAWS
- PRESIDENT

5.8 APPOINT AD HOC COMMITTEE CHAIRS AND MEMBERS AS SET FORTH IN THE BYLAWS -
PRESIDENT

6. LIAISON REPORTS

6.1 MONARCH LIBRARY SYSTEM - NANCY MANNCHEN

6.2 MEAD PUBLIC LIBRARY FOUNDATION - MAEVE QUINN/KATHIE NORMAN

6.3 FRIENDS OF THE MEAD PUBLIC LIBRARY - SYDNY MEHN

ATTACHMENT: Friends of the Mead Public Library Meeting Report 5-2019.docx

7. UPCOMING MEETINGS

7.1 LIBRARY BOARD FINANCE COMMITTEE (6/27/19 @ TBD)

7.2 LIBRARY BOARD OF TRUSTEES (6/27/19 @ 3:45pm)

8. ADJOURN

8.1 MOTION TO ADJOURN

In compliance with Wisconsin's Open Meetings Laws, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

City Hall
Mead Public Library
Sheboygan County Administration Building
City's website