

City of Sheboygan
2018-08-23

B38S4R706EB2

MEAD PUBLIC LIBRARY BOARD OF TRUSTEES - 3:45 PM - The Loft Meeting Room, Mead Public Library, 710 N 8th Street, Sheboygan, WI 53081

Mead Public Library Board of Trustees Thursday, August 23, 2018 The Loft Meeting Room - 3rd floor - 3:45 p.m. Mead Public Library 710 N 8th Street, Sheboygan, WI 53081

1. OPENING OF MEETING

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

1.2 PLEDGE OF ALLEGIANCE

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

1.4 APPROVAL OF MINUTES

ATTACHMENT: Minutes Board of Trustees 6-28-2018.docx

1.5 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS

1.6 ADOPT RESOLUTION IN HONOR OF THE SERVICE OF DIRK ZYLMAN AS MEAD PUBLIC LIBRARY TRUSTEE

ATTACHMENT: Resolution for Dirk Zylman.docx

2. COMMITTEE REPORTS

2.1 FINANCE COMMITTEE - DOLCYE JOHNSON, CHAIR. REPORT OF 8/23/18 MEETING

ATTACHMENT: 6-19-2018 Finance Committee Meeting Minutes.docx

2.2 FINANCE REPORT: 1). REVIEW AND APPROVE PAYMENT OF EXPENDITURES (INCLUDING PAYROLL) AND SPECIAL REVENUES (INCLUDING GRANTS). 2). RECEIVE MONTHLY 2018 BUDGET STATUS REPORT TO DATE. 3). REPORT OF GIFTS RECEIVED - DOLCYE JOHNSON

ATTACHMENT: Visa APs - June 26 - July 25 2018.xlsx

ATTACHMENT: MPL Board Donations Received Reports.xlsx

ATTACHMENT: Accounts Payables - July August 2018.xlsx

ATTACHMENT: Visa APs -May 25 - June 25 2018.xlsx

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 RECORDS RETENTION POLICY

ATTACHMENT: Record Retention Schedule - WI Public Libraries.pdf

3.2 2019 OPERATING BUDGET

3.3 SICK LEAVE RESERVE FUND

4. DIRECTOR'S REPORT

4.1 UPDATE ON PERSONNEL CHANGES

4.2 DISCUSSION OF THE JMKAC USING THE LIBRARY FOR EVENTS

4.3 UPDATE ON SERVICES AND PROGRAMMING

4.4 MONTHLY STATISTICS

ATTACHMENT: June 18 Statistics MPL.pdf

ATTACHMENT: July 18 Statistics MPL.pdf

5. LIAISON REPORTS

5.1 MONARCH LIBRARY SYSTEM - KATHIE NORMAN

5.2 MEAD PUBLIC LIBRARY FOUNDATION - MAEVE QUINN/KATHIE NORMAN

5.3 FRIENDS OF THE MEAD PUBLIC LIBRARY - SYDNY MEHN

ATTACHMENT: Friends of the Mead Public Library Meeting Report 8-2018.docx

ATTACHMENT: Friends of the Mead Public Library Meeting Report 7-2018.docx

6. UPCOMING MEETINGS

6.1 LIBRARY BOARD FINANCE COMMITTEE (9/27/18 @ TBD)

6.2 LIBRARY BOARD OF TRUSTEES (9/27/18 @ 3:45pm)

7. ADJOURN

7.1 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