

City of Sheboygan  
2018-05-24

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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, May 24, 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 WELCOME TO NEW MEMBERS OF THE LIBRARY BOARD OF TRUSTEES

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 4-26-2018.docx

1.6 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS

1.7 ADOPT RESOLUTION IN HONOR OF THE SERVICE OF KIM DALHAIMER AS MEAD PUBLIC LIBRARY STAFF MEMBER

ATTACHMENT: Resolution kim dalhaimer.docx

**2. COMMITTEE REPORTS**

2.1 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 - DEBBIE DEAMICO

ATTACHMENT: May 2018 YTD Income Statement.xls

ATTACHMENT: 3-23-18 - 4-25-18 Visa Credit Cards.xlsx

ATTACHMENT: Accounts Payables - May 2018.xlsx

ATTACHMENT: MPL Board Donations Received Reports.xlsx

2.2 LIBRARY SERVICES AND MARKETING COMMITTEE - KATHIE NORMAN CHAIR. REPORT OF 5/18/18 MEETING

ATTACHMENT: DRAFT-Minutes Library Services and Marketing Committee 5-18-18.docx

**3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

3.1 MEAD PUBLIC LIBRARY BRANDING

3.2 CELEBRATE LIBRARIES MARKETING INITIATIVE

3.3 2017 ANNUAL REPORT

#### **4. DIRECTOR'S REPORT**

- 4.1 UPDATE ON PERSONNEL CHANGES
- 4.2 UPDATE ON SERVICES AND PROGRAMMING
- 4.3 UPDATE ON SUMMER READING PROGRAM SIGNS
- 4.4 APRIL STATISTICS

ATTACHMENT: April Stats.pdf

#### **5. ELECTION OF OFFICERS**

- 5.1 NOMINATIONS FROM THE FLOOR AND ELECTION OF OFFICERS FOR 2018-2019 (CLOSED BALLOT PERMITTED) - PRESIDENT - VICE PRESIDENT
- 5.2 REMARKS FROM OUTGOING AND INCOMING OFFICERS
- 5.3 ADOPT SCHEDULE OF MEETINGS FOR 2018-2019
  - ATTACHMENT: Board of Trustees Meeting Schedule 2019.docx
  - ATTACHMENT: Board of Trustees Meeting Schedule 2018.docx
- 5.4 APPOINT FINANCE OFFICER FOR 2018-2019 - 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 APOINT AD HOC COMMITTEE CHAIRS AND MEMBERS AS SET FORTH IN THE BYLAWS - PRESIDENT

#### **6. LIAISON REPORTS**

- 6.1 MONARCH LIBRARY SYSTEM - KATHIE NORMAN
- 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 5-2018.docx

#### **7. UPCOMING MEETINGS**

- 7.1 LIBRARY BOARD FINANCE COMMITTEE (6/28/18 @ TBD)
- 7.2 LIBRARY BOARD OF TRUSTEES (6/28/18 @ 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