

City of Sheboygan
2017-11-16

ASJKVY53C623

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, November 16, 2017 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 10-26-2017.docx

1.5 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS

2. COMMITTEE REPORTS

2.1 FINANCE COMMITTEE - DOLCYE JOHNSON, CHAIR. REPORT OF 11/16/17 MEETING

2.2 FINANCE REPORT. 1. REVIEW AND APPROVE PAYMENT OF EXPENDITURES (INCLUDING PAYROLL) AND SPECIAL REVENUES (INCLUDING GRANTS) 2. RECEIVE MONTHLY 2017 BUDGET STATUS REPORT TO DATE (AVAILABLE AT MEETING) 3. REPORT OF GIFTS RECEIVED - DOLCYE JOHNSON

ATTACHMENT: November 2017 Donations Received.xlsx

ATTACHMENT: November 2017 YTD Income Statement.xls

ATTACHMENT: November 2017 Accounts Payables.xlsx

2.3 HUMAN RESOURCE COMMITTEE - KATHIE NORMAN, CHAIR. REPORT OF 11/10/17 MEETING

ATTACHMENT: Minutes Human Resources Committee 11-10-2017.docx

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 DISCUSSION AND POSSIBLE ACTION TO APPROVE JOB DESCRIPTION

ATTACHMENT: Maintenance Technician -November 2017.docx

3.2 DISCUSSION AND POSSIBLE ACTION TO APPROVE 2018 HOLIDAY SCHEDULE

ATTACHMENT: 2018 Holiday Closings.docx

ATTACHMENT: 2018 Holidays Schedule.pdf

3.3 DISCUSSION AND POSSIBLE ACTION TO APPROVE FRIDAY, MARCH 9, 2018 FOR STAFF IN-SERVICE DATE

4. DIRECTOR'S REPORT

4.1 DISCUSSION ON POSSIBLE COLLABORATION WITH SHEBOYGAN COUNTY ECONOMIC DEVELOPMENT CORPORATION

4.2 UPDATE ON CAPITAL IMPROVEMENTS PROJECTS (CIP)

4.3 UPDATE ON RFID PROJECT

4.4 UPDATE ON SERVICES AND PROGRAMMING

4.5 OCTOBER STATISTICS

ATTACHMENT: October Stats.pdf

4.6 SOCIAL MEDIA STATISTICS

ATTACHMENT: Social Media Stats 2017.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 11-2017.docx

6. UPCOMING MEETINGS

6.1 LIBRARY BOARD HUMAN RESOURCE COMMITTEE - (12/7/17 @ 3:30)

6.2 LIBRARY BOARD FINANCE COMMITTEE (12/14/17 @ TBD)

6.3 LIBRARY BOARD OF TRUSTEES (12/14/17 @ 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