

City of Sheboygan
2017-08-24

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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, August 24, 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 6-22-2017.docx

1.5 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS

2. COMMITTEE REPORTS

2.1 FINANCE COMMITTEE - DOLCYE JOHNSON, ACTING CHAIR. REPORT OF 8/17/17 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: July 2017 Accounts Payables.xlsx

ATTACHMENT: CB&T Visa CC purchase 6-6-17 - 7-6-17.xlsx

ATTACHMENT: EOM June 2017 Accounts Payables.xlsx

ATTACHMENT: MPL Board Donations Received Reports.xlsx

ATTACHMENT: August 2017 Accounts Payables.xlsx

ATTACHMENT: August 2017 YTD Income Statement.xls

2.3 HUMAN RESOURCES COMMITTEE - KATHIE NORMAN, CHAIR. REPORT OF 6/29/17 MEETING

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 DISCUSSION AND POSSIBLE ACTION ON UPDATING MEETING ROOM POLICY

ATTACHMENT: Meeting Room Policy.pdf

3.2 UPDATE ON 2018 BUDGET PROCESS

ATTACHMENT: Mead Library Fund - Mission page.docx

4. DIRECTOR'S REPORT

4.1 2017 HOLIDAY SCHEDULE

ATTACHMENT: 2017 Holiday Schedule Balance.docx

ATTACHMENT: City holiday schedule.pdf

4.2 COMMUNITY SERVICES SURVEY RESULTS

ATTACHMENT: Community survey - data.pdf

4.3 EMPLOYEE SURVEY RESULTS

ATTACHMENT: 2017 Library Employee Survey results.pdf

4.4 UPDATE ON MARKET RESEARCH/FOCUS GROUP PROJECT

4.5 UPDATE ON CITY CAPITAL IMPROVEMENTS PROJECTS (CIP)

4.6 UPDATE ON RFID PROJECT

4.7 UPDATE ON SERVICES AND PROGRAMMING

4.8 JUNE & JULY STATISTICS

ATTACHMENT: Statistics MPL June 2017.xlsx

ATTACHMENT: Statistics MPL July 2017.xlsx

5. CLOSED SESSION

5.1 MOTION TO CONVENE IN CLOSED SESSION UNDER THE EXCEPTION SET FORTH IN WISCONSIN STATE STATUTES 19.85(1)(c) FOR CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY FOR.

5.2 DISCUSSION REGARDING CURRENT AND PLANNED VACANCIES AT MEAD PUBLIC LIBRARY

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 8-2017.docx

7. UPCOMING MEETINGS

7.1 LIBRARY BOARD FINANCE COMMITTEE (09/28/17 @ TBD)

7.2 LIBRARY BOARD OF TRUSTEES (09/28/17 @ 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