

City of Sheboygan
2017-05-25

AMFV3W73DE55

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 25, 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 WELCOME SYDNY MEHN

1.5 APPROVAL OF MINUTES

ATTACHMENT: Minutes Board of Trustees 4-27-2017.docx

1.6 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS

2. COMMITTEE REPORTS

2.1 FINANCE COMMITTEE - DIRK ZYLMAN, CHAIR. REPORT OF 5/25/17 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

ATTACHMENT: May 2017 YTD Income Statement.xls

ATTACHMENT: 3-5-17 - 4-5-17 Visa Credit Card Charges.xlsx

ATTACHMENT: May 2017 Accounts Payables.xlsx

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 DISCUSSION AND POSSIBLE ACTION ON UPDATING EXPENSE REIMBURSEMENT POLICY

ATTACHMENT: Expense Reimbursement Policy.docx

4. DIRECTOR'S REPORT

4.1 UPDATE ON PERSONNEL CHANGES

4.2 UPDATE ON MARKET RESEARCH/FOCUS GROUP PROJECT

4.3 PUBLIC LIBRARY SYSTEM REDESIGN (PLSR) PROJECT UPDATE

ATTACHMENT: PLSR-Timeline.pdf

ATTACHMENT: PLSR-Basics-handout.pdf

ATTACHMENT: Current map of library systems - May 2017.pdf

4.4 UPDATE ON CITY HALL RELOCATION PROCESS

4.5 UPDATE ON RFID PROJECT

4.6 UPDATE ON SERVICES AND PROGRAMMING

4.7 APRIL STATISTICS

ATTACHMENT: Statistics MPL April 2017.xlsx

5. ELECTION OF OFFICERS

5.1 NOMINATIONS FROM THE FLOOR AND ELECTION OF OFFICERS FOR 2017-2018
(CLOSED BALLOT PERMITTED) - PRESIDENT - VICE PRESIDENT

5.2 REMARKS FROM OUTGOING AND INCOMING OFFICERS

5.3 ADOPT SCHEDULE OF MEETINGS FOR 2017-2018

ATTACHMENT: Board of Trustees Meeting Schedule 2017.docx

ATTACHMENT: Board of Trustees Meeting Schedule 2018.docx

5.4 APPOINT FINANCE OFFICER FOR 2017-2018 - 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 - KATHIE NORMAN

6.2 MEAD PUBLIC LIBRARY FOUNDATION - MAEVE QUINN

6.3 FRIENDS OF THE MEAD PUBLIC LIBRARY - GARRETT ERICKSON

7. UPCOMING MEETINGS

7.1 LIBRARY BOARD FINANCE COMMITTEE (06/22/17 @ TBD)

7.2 LIBRARY BOARD OF TRUSTEES (06/22/17 @ 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