

City of Sheboygan
2016-10-27

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AMENDED 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, October 27, 2016 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 - KATHIE NORMAN, VICE-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 9-22-2016.docx

1.5 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS

ATTACHMENT: nov16calendar.doc

2. COMMITTEE REPORTS

2.1 FINANCE COMMITTEE - DIRK ZYLMAN, CHAIR. REPORT OF 10/25/16 MEETING

ATTACHMENT: 9-22-2016 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 2016 BUDGET STATUS REPORT TO DATE (AVAILABLE AT MEETING) 3. REPORT OF GIFTS RECEIVED

ATTACHMENT: 2016 September-October Accounts Payables.xlsx

ATTACHMENT: Visa Charges Sept-October 2016.xlsx

ATTACHMENT: Donations Received Sept - Oct 2016.xlsx

ATTACHMENT: October 2016 YTD Income Statement.xls

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 DISCUSSION AND POSSIBLE ACTION ON FUNDING FOR FUTURE CAPITAL IMPROVEMENT PROJECTS

3.2 DISCUSSION AND POSSIBLE ACTION TO APPROVE 2017 RESOURCE LIBRARY CONTRACT

ATTACHMENT: Resource library Contract 2016.doc

ATTACHMENT: Resource Library Agreement - 2017.docx

3.3 DISCUSSION AND POSSIBLE ACTION TO APPROVE MONARCH LIBRARY SYSTEM MEMBERSHIP AGREEMENT

ATTACHMENT: System Membership Agreement.docx

3.4 DISCUSSION AND POSSIBLE ACTION TO APPROVE MONARCH LIBRARY SYSTEM ILS MEMBERSHIP AGREEMENT

ATTACHMENT: ILS Membership Agreement.docx

3.5 DISCUSSION AND POSSIBLE ACTION TO UPDATE CODE OF CONDUCT

ATTACHMENT: Code of Conduct rev 10-27-16.docx

3.6 DISCUSSION AND POSSIBLE ACTION TO CREATE FOOD AND BEVERAGE POLICY

ATTACHMENT: Food and Beverage Policy.docx

4. DIRECTOR'S REPORT

4.1 UPDATE ON THE 2017 BUDGETARY AND CIP PROCESS

4.2 UPDATE ON OPEN POSITIONS

4.3 UPDATE ON SALARY SCALE STUDY

4.4 UPDATE ON PROGRAMMING AND SERVICES CHANGES

4.5 SEPTEMBER STATISTICS

5. LIAISON REPORTS

5.1 EASTERN SHORES LIBRARY SYSTEM - KATHIE NORMAN

5.2 MEAD PUBLIC LIBRARY FOUNDATION - KATHIE NORMAN

5.3 FRIENDS OF THE MEAD PUBLIC LIBRARY - LAUREN RICHMOND

6. UPCOMING MEETINGS

6.1 LIBRARY BOARD FINANCE COMMITTEE (11/17/16 @ TBD)

6.2 LIBRARY BOARD OF TRUSTEES (11/17/16 @ 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