

City of Sheboygan
2016-09-22

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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, September 22, 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 - 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 8-25-2016.docx

1.5 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS

ATTACHMENT: oct16calendar.pdf

2. COMMITTEE REPORTS

2.1 FINANCE COMMITTEE - DIRK ZYLMAN, CHAIR. REPORT OF 8/22/16 MEETING

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: August - Sept 2016 Accounts Payables.xlsx

ATTACHMENT: September 2016 YTD Income Statement.xls

ATTACHMENT: Donations Received Tracking Report 2016.xlsx

ATTACHMENT: Visa Charges - September 2016.xlsx

2.3 LIBRARY SERVICES AND MARKETING COMMITTEE - KEVIN ANDERSON, CHAIR. REPORTS OF 8/30/16 & 9/20/16 MEETING

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 DISCUSSION AND POSSIBLE ACTION TO UPDATE EMPLOYEE PERFORMANCE REVIEWS POLI

ATTACHMENT: EmployeePerformanceReviews.docx

3.2 DISCUSSION AND POSSIBLE ACTION TO UPDATE CODE OF CONDUCT

ATTACHMENT: SampleTextFoodBags.pdf

ATTACHMENT: Code of Conduct (current).pdf

4. DIRECTOR'S REPORT

4.1 UPDATE ON THE 2017 BUDGETARY PROCESS

4.2 DISCUSSION OF CAPITAL IMPROVEMENT PROJECTS PROCESS

4.3 UPDATE ON MERGER BETWEEN EASTERN SHORES LIBRARY SYSTEM AND MID-WISCONSIN LIBRARY SYSTEM

4.4 UPDATE ON OPEN POSITIONS

4.5 UPDATE ON PROGRAMMING AND SERVICES CHANGES

4.6 AUGUST STATISTICS

ATTACHMENT: Statistics August 2016 MPL.xlsx

5. LIAISON REPORTS

5.1 EASTERN SHORES LIBRARY SYSTEM - KATHIE NORMAN

5.2 MEAD PUBLIC LIBRARY FOUNDATION - MAEVE QUINN\KATHIE NORMAN

5.3 FRIENDS OF THE MEAD PUBLIC LIBRARY - LAUREN RICHMOND

6. UPCOMING MEETINGS

6.1 LIBRARY BOARD FINANCE COMMITTEE (10/27/16 @ TBD)

6.2 FULL LIBRARY BOARD MEETING (10/27/16 @ 3:45)

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