

City of Sheboygan  
2016-01-28

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AMENDED MEAD PUBLIC LIBRARY BOARD OF TRUSTEES - 3:45 PM

Mead Public Library Board of Trustees Thursday, January 28, 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: MinutesBoardofTrustees 12-17-15.docx

1.5 Correspondence, Announcements, and Common Council Reports

**2. COMMITTEE REPORTS**

2.1 Finance Committee Dirk Zylman, Chair. Report of 1/28/16 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: 12-5-2015 - 1-6-2016 Visa CC Charges.xlsx

ATTACHMENT: Accounts Payable January 2016.xlsx

ATTACHMENT: January 2016 YTD Income Statement.xls

ATTACHMENT: December 2015 YTD Income Statement.xls

ATTACHMENT: Donations Tracking-Gift-Grants Received 2016.xlsx

ATTACHMENT: NEH Grant Document.pdf

ATTACHMENT: MPL Friends 2016 Donation.pdf

2.3 Human Resources Henry Nelson, Chair. Report of 1/20/16 meeting

**3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

3.1 Approve 2016 Holiday Schedule

ATTACHMENT: Holiday schedule for 2016 - Proposed.docx

3.2 Motion to convene in closed session for the purpose of evaluating the performance of the library director 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

3.3 Roll call vote to go into closed session

3.4 Closed session

3.5 Reconvene in open session

3.6 Possible action on library director performance appraisal

**4. DIRECTOR'S REPORT**

4.1 Update on website redesign

4.2 Update on programming

4.3 December Statistics

ATTACHMENT: Dec 2015 Stats.xlsx

**5. LIAISON REPORTS**

5.1 Eastern Shores Library System     Henry Nelson

5.2 Mead Public Library Foundation     Maeve Quinn/Kathie Norman

5.3 Friends of Mead Public Library     Lauren Richmond

**6. UPCOMING MEETINGS**

6.1 Library Board - Finance Committee (2/25/16 @ TBD)

6.2 Full Library Board Meeting (2/25/16 @ 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