

Minutes Mead Public Library Board of Trustees January 28, 2016

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, January 28th in The Loft. Present Board of Trustee members were Maeve Quinn, presiding, Chris Campe, Dave Hoffman, Dolcye Johnson, Henry Nelson, Kathie Gorman, Kevin Anderson and Dirk Zylman, Nancy Mannchen and Kevin Anderson. Staff members present: Debbie DeAmico, Garrett Erickson, Diane Kallas, Lauren Richmond, and Melissa Prentice.

Opening of Meeting Quinn called the meeting for order at 3: 38 p.m. She determined there was a quorum present.

Quinn led the Pledge of Allegiance.

Quinn welcomed Kevin Anderson to the Board. Kevin was appointed in December 2015 and will be filling Martha Wortche s tenure. He will also be sitting on the HR committee.

Nelson moved to approve the minutes from December 17, 2015 ; Hoffman seconded the motion. Johnson brings up concerns about the accuracy of the minutes. Quinn will work with the office on making changes to correct and will bring them to the February meeting. Hoffman moved to table the approval of the December 17, 2015 minutes until the February meeting. Norman seconded. The motion passed.

Erickson reports that at a recent city staff meeting that the space needs assessment (requested by the building use committee) determined that the city hall needs a minimum of 24 k square feet. Also, one of the properties still being discussed for relocating City Hall is the parking lot on west side of library, across the street from Trinity Church. The board discussed the potential for increased parking issues unless a parking structure were added to the plan.

Committee Reports Finance Committee Dirk Zylman, Chair. Report of 1 / 28 / 16 meeting Zylman reported the Finance Committee discussed the following:

Friends of Mead Library donated a \$27,200 gift for new caf, furniture and programming. Deb Voss received a \$10,802 NEH grant for local history preservation and scanning opportunities for the community. Zylman moved to accept both gifts. Nelson seconded. The motion passed.

Committee also looked at the 850 account. Full year performance down .83 %.

Mannchen seconded. The motion passed.

Possible action on library director performance appraisal Quinn reports that in conclusion entire board is impressed with how the library director continues to perform exceptionally and has really brought forward momentum and insight into the library. Nelson moved on behalf of entire board of trustees to gratify the evaluation of Garrett Erickson put forth January 2016. Norman seconded. The motion passed. Zylman moved to increase compensation (to a set amount) based on staff surveys, plus an additional week of vacation. Johnson seconded. The motion passed.

Director s Report Garrett Erickson Update on website redesign
Working on not only updating library website but creating a separate foundation website as well. Only a few weeks away from completion.

Update on programming Prentice reports that the Cheeseheads documentary will be Sunday, January 31 st and has been heavily promoted. The cribbage tournament had a large turnout 50 participants. 3 -D printing is gaining momentum. Looking ahead Sheboygan Connects April 16 th and summer library programming being finalized soon.

December statistics Year-end will be turned into DPI. Total adult circulation is down. Suggestions to increase traffic is a good strategy planning opportunity.

Liaison Reports Eastern Shores Library System (ESLS) Henry Nelson
New board members Karen Dredge and Tom Doane from Ozaukee County and Jane Dederling and Tom Bigler from Sheboygan County. Jim Huges from Sheboygan County is the new President, Nancy Szatkowski from Ozaukee County is the new vice-president and Wendy Schobert from Sheboygan County is the new Treasurer. The 2015 Annual report was presented and approved. On Tuesday, January 25 the Mid-Wisconsin Federated Library System Board met and voted unanimously to work with ESLS towards a merger. The merger must be complete by June 30 th. Paula announced her retirement will be on June 6 th.

Mead Public Library Foundation Kathie Norman/Maeve Quinn No December meeting but met in January. Yuletide Reception was a success. Looked at 2016 wish list for staff priorities. In the process of nominating new trustees.

Friends of Mead Public Library Lauren Richmond -Annual Meeting date set for Saturday, April 23 rd at 1: 30 pm in the Loft. Garrett will be presenting What s New at Mead .

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

Board of Trustees (2 / 25 / 16 @ 3: 45)

Adjourn
7.1

Norman moved to adjourn the meeting; Hoffman seconded the motion. The motion passed. Quinn concluded the meeting at 6: 12 p.m.