

City of Sheboygan
2015-10-22

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MEAD PUBLIC LIBRARY BOARD OF TRUSTEES - 3:45 PM

Mead Public Library Board of Trustees Thursday, October 22, 2015 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 9-24-15.docx

1.5 Correspondence, Announcements, and Common Council Reports

2. COMMITTEE REPORTS

2.1 Finance Committee Dirk Zylman, Chair. Report of 10/22/15 meeting

2.2 Finance Report. 1. Review and approve payment of expenditures (including payroll) and special revenues (including grants) 2. Receive monthly 2015 budget status report to date (available at meeting) 3. Report of gifts received

ATTACHMENT: Visa Credit Card A-P.pdf

ATTACHMENT: Everhard-Forrer Investment Funds Sprdsht.xlsx

ATTACHMENT: October 2015 YTD Income Statement.xls

ATTACHMENT: September 2015 - HC Denison.pdf

ATTACHMENT: Accounts Payables - October 2015.xlsx

ATTACHMENT: MPL Metric of Personnel Cost 2015.xlsx

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Discussion and possible action to approve "Financial Approval" policy

ATTACHMENT: State Statue 43.58 Powers and Duties.pdf

3.2 Discussion and possible action to approve "Program" policy

ATTACHMENT: Program Policy.docx

3.3 Discussion and possible action to approve "Solicitation" policy

ATTACHMENT: Solicitation policy.docx

3.4 Discussion and possible action to close library on 1/18/2016 (MLK Day)

for staff in-service

ATTACHMENT: RealColorsSeminar.pdf

4. DIRECTOR'S REPORT

4.1 Security service update

4.2 Pest issue

4.3 Job openings update

4.4 Update on programming

4.5 September Statistics

ATTACHMENT: Statistics - September 2015.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 Pat Mueller

6. UPCOMING MEETINGS

6.1 Library Board - Finance Committee (11/19/15 @ TBD)

6.2 Full Library Board Meeting (11/19/15 @ 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