

City of Sheboygan
2015-03-19

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MEAD PUBLIC LIBRARY BOARD OF TRUSTEES - 3:45 PM

Mead Public Library Board of Trustees Thursday, March 19, 2015 The Loft Meeting
Room - 3rd floor - 3:45 p.m.

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 2-26-15.docx

1.5 Correspondence, Announcements, and Common Council Reports

2. Committee Reports

2.1 Finance Committee Henry Nelson, Vice Chair. Report of 3/19/15 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: Donations Tracking-Gift-Grants Received 2015.xlsx

ATTACHMENT: Grant 15-59-7403-15-128 LSTA - Digital Creation Lab.pdf

ATTACHMENT: March 2015 YTD Income Statement.xls

2.3 Human Resources Henry Nelson, Chair. Report of 3/10/15 meeting

3. Items for Discussion and Possible Action

3.1 Discussion and possible action to update language in "Workers Compensation" section of Bylaws and Policy Statements document

ATTACHMENT: Policy - Workman s Compensation update 031015.docx

3.2 Discussion and possible action to update Chief Maintenance Technician job description

ATTACHMENT: MPL_JD_08_MaintChief_03-2015.doc

3.3 Discussion and possible action to update Business Specialist job descripti

ATTACHMENT: MPL_JD_10_Business Spec1_2015.doc

3.4 Discussion and possible action to update language in "Classification Schedule" section of Bylaws and Policy Statements document

ATTACHMENT: Policy Classification Schedule update 031015.docx

3.5 Discussion and possible action to delete language in "Residence Requirement" section of Bylaws and Policy Statements document based on Wisconsin State Statute 66.0502 "Employee residency requirements prohibited"

ATTACHMENT: Policy - Residence requirement.docx

3.6 Discussion and possible action to approve annual statistics submitted to D

ATTACHMENT: 2014 DPI - Public Library Annual Report.pdf

4. Director's Report

4.1 Change in parking rules on New York Avenue

4.2 Re-arrangement of first floor

4.3 One year anniversary of hiring Melissa Prentice and Diane Kallas moving into new role

4.4 Update on programming

5. LIAISON REPORTS

5.1 Eastern Shores Library System Henry Nelson

5.2 Mead Public Library Foundation Kathie Norman

5.3 Friends of Mead Public Library Pat Mueller

6. UPCOMING MEETINGS

6.1 Library Board - Human Resources Committee (4/14/15 @ 3:30)

6.2 Library Board - IT Committee (4/22/15 @ 3:30)

6.3 Library Board - Finance Committee (4/23/15 @ 2:30)

6.4 Full Library Board Meeting (4/23/15 @ 3:45)

7. Information Items

7.1 January/February Statistics - Incomplete

ATTACHMENT: MPL Statistics Jan-Feb 2015.xlsx

8. ADJOURN

8.1 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