City of Sheboygan 9SUEFJ68730C
2015-01-22
MEAD PUBLIC LIBRARY BOARD OF TRUSTEES - 3:45 PM

Mead Public Library Board of TrusteesThursday, January 22, 2014The 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 12-18-14.docx

1.5 Correspondence, Announcements, and Common Council Reports

2. Committee Reports
2.1 Finance Committee Dirk Zylman, Chair. Report of 1/22/15 meeting

2.2 Finance Report. 1. Review and approve payment of expenditures (including payroll) and special revenues (including grants) 2. Receive monthly 2014 and 2015 budget status report to date (available at meeting) 3. Report of gifts received
2.3 Human Resources Henry Nelson, Chair. Report of 1/6/15 meeting

3. Items for Discussion and Possible Action
3.1 Discussion and possible action on approving changes to staff evalution process
ATTACHMENT: Performance Evaluation Library 2015.xls

ATTACHMENT: Performance Evaluation Process 2015.docx

ATTACHMENT: Employee Questionaire Form 2015.docx

3.2 Discussion and possible action on approving changes to director evaluation process

ATTACHMENT: Mead Public Library Director Evaluation-MQ.doc

3.3 Discussion and possible action on approving changes to the "Bylaws and Policy Statements" document specifically to change references from DTO to PTO, as recommended by the Human Resources Committee

ATTACHMENT: Bylaws of Mead Public Library draft 1-6-15 (DTO-PTO).docx

3.4 Discussion and possible action on approving 2015 Holiday schedule

ATTACHMENT: Holiday Schedule 2015.docx

4. Director's Report

4.1 Update on self-service initiatives on the first floor

4.2 Update on personnel changes

4.3 Discussion of summer hours

4.4 Update on security service

4.5 Monthly statistics

5. LIAISON REPORTS
5.1 Eastern Shores Library System Henry Nelson

5.2 Mead Public Library Foundation Garrett Erickson

5.3 Friends of Mead Public Library Pat Mueller

6. UPCOMING MEETINGS
6.1 Bylaws Committee (2/5/15 @ 3:30)

6.2 Human Resources Committee (2/10/15 @ 3:30)

6.3 Library Finance Committee (2/26/15 @ 2:45)

6.4 Full Library Board Meeting (2/26/15 @ 3:45)

7. Information Items
7.1 December Statistics

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 Buildigg
City's website