

City of Sheboygan  
2014-12-18

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MEAD PUBLIC LIBRARY BOARD OF TRUSTEES - 3:45 PM

Mead Public Library Board of Trustees Thursday, December 18, 2014 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 11-20-14.docx

1.5 Correspondence, Announcements, and Common Council Reports

ATTACHMENT: 20141212100133343.pdf

**2. Committee Reports**

2.1 Finance Committee Dirk Zylman, Chair. Report of 12/18/14 meeting

2.2 Finance Report. 1. Review and approve payment of expenditures (including payroll) and special revenues (including grants) 2. Receive monthly 2014 budget status report to date (available at meeting) 3. Report of gifts received

2.3 Human Resources Henry Nelson, Chair. Report of 12/2/14 meeting

**3. Items for Discussion and Possible Action**

3.1 Discussion and possible action to approve changes to the "Bylaws and Policy Statements" document as recommended by the Human Resources Committee

ATTACHMENT: Bylaws and Policy Statements-changes for 12-2014.docx

3.2 Business Improvement District Master Plan presentation - Dave Hoffman.  
For information only

**4. Director's Report**

4.1 Final 2014 Sheboygan Children's Book Festival Statistics

ATTACHMENT: SCBF 2014 Report for M P L Foundation.docx

4.2 Branding discussions with local marketing expert Julie Hirt

4.3 City purchasing - process mapping

4.4 Foundation Yuletide Gala Report

4.5 Monthly statistics

**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 Human Resources Committee (1/6/15 @ 3:30)
- 6.2 Library Finance Committee (1/22/15 @ 2:45)
- 6.3 Full Library Board Meeting (1/22/15 @ 3:45)

**7. Information Items**

- 7.1 November 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 Building  
City's website