

City of Sheboygan  
2021-11-04

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Minutes Mead Public Library Board of Trustees November 4, 2021

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, November 4, 2021 in the Rocca Room. The following Board of Trustees members were present: Board President Maeve Quinn, Meg Albrinck, Barbara Alvarez, Rev. William Bulson, and Finance Officer Sherry Speth. Board members virtual: Chris Campe, Marcos Guevara, and Alderperson Andre Walton. Staff members present: Director Garrett Erickson, Administrative Services Manager Debbie DeAmico, Security Specialist Santino Laster, Public Services Manager Melissa Prentice, and Administrative Assistant Sydney Mehn. Board members absent: Board Vice President Kathie Norman, and Alderperson Amanda Salazar. Staff absent: Support Services Manager Cheryl Nessman.

OPENING OF MEETING CALL TO ORDER AND DETERMINATION OF QUORUM - MAEVE QUINN, PRESIDENT Quinn called the meeting to order at 7: 00 p.m. and determined a quorum

PLEDGE OF ALLEGIANCE Quinn led the group in the pledge of allegiance.

PUBLIC COMMENTS [ 5 PEOPLE AT 5 MINUTES EACH] (PLEASE SIGN IN PRIOR TO MEETING) The following residents each spoke: Rev. Stephen Welch, Judi Pool, Crystal McDonald, Louise Bennin, and Corinne Johnson.

APPROVAL OF MINUTES Norman moved to approve the minutes from the September 23, 2021 meeting. Alvarez seconded. Motion passed.

CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS Quinn announced to the group that a budget had been passed by the city council, which would be discussed later in the agenda. She also presented the library with a piece of needlepoint work in honor of Bernie Markevitch for display.

COMMITTEE REPORTS FINANCE COMMITTEE - SHERRY SPETH, CHAIR. REPORT OF 11 / 4 / 2021 MEETING Speth discussed the meeting and noted that the library is in good financial shape.

REVIEW AND POSSIBLE ACTION ON PAYMENT OF CURRENT EXPENDITURES, INCLUDING PAYROLL AND SPECIAL REVENUES (GRANTS, GIFTS AND DONATIONS) Speth moved to approve the report, and payment of current expenditures including payroll, and special revenues. Campe seconded. The motion passed.

RECEIVE 2021 BUDGET STATUS REPORT TO DATE The 2021 budget report was received and found to be in good order.

AD HOC EQUITY COMMITTEE - MARCOS GUEVARA, CHAIR. REPORT OF 10 / 14 / 21 MEETING Guevara apprised the group of the plans of the Ad Hoc Equity Committee, noting that there will be some training coming down the line for Trustees.

HR COMMITTEE - KATHIE NORMAN, CHAIR. REPORT OF 10 / 26 / 2021 MEETING Quinn reported in Norman s absence. She noted that the committee had been working on the evaluation for Library Director Garrett Erickson, which will be completed in November at the 11 / 18 / 21 board meeting, and she reminded the trustees to fill out the survey that was sent out before Monday, 11 / 8 / 2021 at 8: 00 p.m.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION CODE OF CONDUCT POLICY Laster and Prentice introduced the document, noting the updates and changes. Bulson moved to approve the document changes as presented. Albrinck seconded. The motion passed.

2022 OPERATING BUDGET Quinn presented the returned budget from city council approval on November 1, 2021. After some discussion, Quinn moved to approve the returned budget as presented. Speth seconded. The motion passed.

FENCE PROPOSAL (FOR EAST SIDE OF LIBRARY) Erickson discussed the proposal for a fence on the East side of the library. Albrinck moved to approve the proposal. Campe seconded. The motion passed.

WARSCHAU COLLECTION DISPLAY CASES PROPOSAL Item tabled until a future meeting.

ARCHITECT/SPACE STUDY PROPOSAL Erickson presented the proposal for an architect/space study to review the library spaces and utilizing them to the best of our abilities. Speth moved to approve the proposal as presented. Walton seconded. The motion passed.

DIRECTOR'S REPORT UPDATE ON COMMUNITY RESOURCES/SECURITY - SANTINO LASTER

UPDATE ON SERVICES AND PROGRAMMING Prentice updated the group on services and programming. She discussed the ARPA grant that she is working on, and the impact that will have on our community. She further discussed the program Work and Unions in Sheboygan in the Twentieth Century which was a collaboration program with the Sheboygan County Historic Museum. The program was recorded through WSCS. Lastly, Mead collaborated on a fall reading challenge with the Glacial Lakes Conservancy, as well as the Ada Lovelace day Tea & Tech talks which was fully virtual this year.

UPDATE FROM SUPPORT SERVICES In Nessman s absence, Erickson reported that the adult fiction shift is completed. He also discussed Nessman s involvement in several grants.

UPDATE ON BUILDING PROJECTS Erickson noted some of the things being worked

on, including the installation of sliding doors at the main entrance, the HVAC controls, and the addition of several more security cameras outside.

MONTHLY STATISTICS Monthly statistics were reviewed and found to be in good order. Both September and October stats were presented.

LIAISON REPORTS MONARCH LIBRARY SYSTEM MAEVE QUINN Quinn reported that she had been appointed to the Monarch board, with her first meeting taking place next week.

MEAD LIBRARY FOUNDATION - MAEVE QUINN / KATHIE NORMAN Quinn discussed the approval of the wishlist for the Foundation, as well as their monthly meeting upcoming.

FRIENDS OF MEAD - SYDNY MEHN Mehn reported that the Friends are anticipating their 50 th anniversary next year and are planning several celebrations. Additionally, they are planning their fall book sale for November.

UPCOMING MEETINGS LIBRARY BOARD OF TRUSTEES (11 / 18 / 21 @ 7 PM) - TENTATIVE

ADJOURN MOTION TO ADJOURN Albrinck moved to adjourn the meeting, Campe seconded. The motion passed. Being no further business, the meeting adjourned at 8: 25 p.m.

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