

City of Sheboygan
2021-09-23

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MinutesMead Public LibraryBoard of TrusteesSeptember 23, 2021

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, September 23, 2021 in the Loft. The following Board of Trustees members were present: Board President Maeve Quinn, Barbara Alvarez, Chris Campe, Board Vice President Kathie Norman, Finance Officer Sherry Speth, and Andre Walton. Staff members present: Director Garrett Erickson, Administrative Services Manager Debbie DeAmico, Administrative Assistant Sydney Mehn. Board members absent: Meg Albrinck, Rev. William Bulson, Marcos Guevara and Alderperson Amanda Salazar. Staff absent: Support Services Manager Cheryl Nessman, and Public Services Manager Melissa Prentice

OPENING OF MEETING CALL TO ORDER AND DETERMINATION OF QUORUM - MAEVE QUINN, PRESIDENT Quinn called the meeting to order at 5: 03 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) There was no public comment.

APPROVAL OF MINUTES Norman moved to approve the minutes from the July 29, 2021 meeting. Alvarez seconded. Motion passed.

CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS There was no correspondence, announcements, or common council reports

COMMITTEE REPORTS AD HOC EQUITY COMMITTEE - MARCOS GUEVARA, CHAIR. REPORT OF 9 / 2 / 21 MEETING Item tabled until the next meeting

AD HOC ARTS AND FACILITIES COMMITTEE - CHRIS CAMPE, CHAIR. REPORT OF 9 / 16 / 21 MEETING Campe gave an overview of the meeting, noting the policies that will be submitted for consideration later in the agenda.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION INCLUSIVE SERVICES IN WISCONSIN PUBLIC LIBRARIES DOCUMENT Quinn introduced the document from the Ad Hoc Equity Committee. Walton moved to adopt the document as a guideline for our board. Campe seconded. The motion passed.

2022 OPERATING BUDGET Erickson noted that there were no updates yet to report, however he noted that there would likely need to be a special board meeting brought together for the reapproval of the returned budget.

UPDATE TO ARTWORK POLICY Campe discussed the Artwork Policy that was put together in the committee. Norman moved to approve the policy pending revisions. Speth seconded. The motion passed.

UPDATE TO POLICY FOR RECONSIDERATION OF LIBRARY MATERIALS, PROGRAMS, ART AND EXHIBITS Campe further presented a follow up policy to the Artwork Policy. Walton moved to approve the policy as presented. Norman seconded. The motion passed.

ELECTRICAL WORK FOR EMERGENCY GENERATOR CIRCUIT Erickson presented an issue that recently arose when the power went out at the library. A number of updates need to happen in order to prepare for something like that happening again. Erickson requested \$6,000 for the updates to take place. Campe moved to approve the spending of \$6,000 on updates to the emergency lights. Walton seconded. The motion passed. Quinn requested that we be sure to add the Friends area to the updated emergency lights. She further suggested a letter be written to the Kohler company for their donated generator.

MEAD PUBLIC LIBRARY'S 125 YEAR ANNIVERSARY Quinn brought to the groups attention that Mead Library will be celebrating its 125 th anniversary next year. She hopes to form a committee to work on planning and intends to ask the Foundation to contribute financially.

DIRECTOR'S REPORT CITY POLICY ON MEETING ATTENDEES GIVING A 3 -DAY NOTICE WHEN USING REMOTE ACCESS TO ATTEND MEETINGS Item tabled until next month s meeting.

UPDATE ON SERVICES AND PROGRAMMING In Prentice s absence, Erickson updated the group on services and programming. The summer library program numbers were reported to be very similar to 2019 numbers, which is encouraging. In person storytimes are back at Mead, with masking and preregistration in place. Lastly, Erickson discussed the 100,000 Poets for Change event the following Saturday.

UPDATE FROM SUPPORT SERVICES In Nessman s absence, Erickson reported that the adult fiction shift is well underway, being sorted by author rather than genre. It s a large project with much attention being put into completing it.

UPDATE ON BUILDING PROJECTS Erickson noted some of the things being worked on, including Security Specialist Santino s desk addition in the public area on the first floor. It will serve as a resource spot for patrons. Additionally, there is now a second conference room on 2 nd floor. The furniture is on order, and should be operational soon. Finally, Erickson reported that the HVAC controls are being updated and that project will be completed soon.

MONTHLY STATISTICS Monthly statistics were reviewed and found to be in good order. Erickson noted the increase in children s circulation, as well as the increase in workstation sessions.

LIAISON REPORTS MONARCH LIBRARY SYSTEM - BARBARA ALVAREZ Quinn noted that there is still no report from the county board on an appointment yet, so this item is tabled until the next meeting.

MEAD LIBRARY FOUNDATION - MAEVE QUINN / KATHIE NORMAN Norman reported the decision to forego the Renaissance Society name. She further discussed the new donor wall coming soon.

FRIENDS OF MEAD - SYDNY MEHN Mehn reported that the Friends Art-O-Mat is now repaired and after two weeks of being up and running they generated \$75 in sales, approximately 15 pieces of art. The Friends are also anticipating their 50 th anniversary next year and are planning several celebrations. Additionally, they are planning their fall book sale for November.

UPCOMING MEETINGS AD HOC ARTS AND FACILITIES COMMITTEE (10 / 13 / 21 @ 1 PM)
AD HOC EQUITY COMMITTEE (10 / 14 / 21 @ 1 PM) LIBRARY BOARD OF TRUSTEES (9 / 23 / 21 @ 5 PM)

ADJOURN MOTION TO ADJOURN Walton moved to adjourn the meeting, Speth seconded. The motion passed. Being no further business, the meeting adjourned at 5: 59 p.m.

Generated by Sydney Mehn on Monday, September 27, 2021