

City of Sheboygan
2021-08-12

C5LS4470CDCE

MinutesMead Public LibraryFinance Committee MeetingThursday, August 12, 202110:00 a.m.

The meeting of the Mead Public Library (MPL) Finance Committee was held on Thursday, August 12, 2021 in the Loft. Present Committee Members: MPL Board President Maeve Quinn, Alderperson Amanda Salazar, and Finance Officer Sherry Speth. Present Board Members: Board Vice President Kathie Norman. Present staff members: Director Garrett Erickson, Business Manager Debbie DeAmico, and Administrative Assistant Sydney Mehn.

OPENING OF MEETING CALL TO ORDER AND DETERMINATION OF QUORUM: Speth called the meeting to order at 10: 08 a.m. and determined there was a quorum present.

APPROVAL OF MINUTES. Quinn moved to approve the minutes from the June 22, 2020 meeting. Salazar seconded. The motion passed.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION DISCUSSION AND POSSIBLE ACTION REPLACING DOORS IN FRONT ENTRANCE AREA Erickson began by discussing the sliding door replacement, noting that one had already been replaced during quarantine, and now looking to replace the 3 remaining with sliding versions: 1 exterior, and 2 interior/breezeway doors. The quote is thought to be around \$30,000 for all, and would be paid for out of the 850 funds. The job would be accomplished within the year. Quinn moved to spend what is necessary to replace all 3 doors with sliding doors. Salazar seconded. The motion passed.

DISCUSSION AND POSSIBLE ACTION 2022 MEAD PUBLIC LIBRARY TABLE OF ORGANIZATION Erickson discussed the TO, noting the request to reflect 10 FTEs for Public Services in order to reinstate a Teen Librarian position. Quinn discussed the historical events leading up to this request, noting that the position had been approved in the past prior to cuts being implemented on the library. Quinn moved to approve the Table of Organization as presented. Salazar seconded. The motion passed.

DISCUSSION AND POSSIBLE ACTION LATE FEES WAIVED FOR ADULT PATRONS Erickson reminded the group of the discussion that had taken place about a year ago regarding removing fines for children as part of our initiative to increase inclusiveness in the library and follow through on our mission and vision. He noted that the implementation has worked very well and has not significantly impacted material returns. He now is looking at doing the same for adult fines. He noted that this would be an elimination of overdue fines only, and that any damaged or lost materials would still be charged to the patron. Quinn moved to approve waiving adult overdue fines beginning September 1, 2021. Salazar seconded. The motion passed.

DISCUSSION AND POSSIBLE ACTION 2022 OPERATING BUDGET Erickson and DeAmico presented the budget in 3 different options. They discussed the differences, and

made a few changes such as adding in restore to notes field. Additionally, it was requested that COVID expenses be given a line item, and that a city funding pool be made an option to all departments for health care expenses. Quinn moved to recommend to the full Board of Trustees to accept and submit option 3 to the city. Salazar seconded the motion. The motion passed.

ITEMS FOR FUTURE DISCUSSION FUTURE ITEMS FOR DISCUSSION No items were noted.

UPCOMING MEETINGS MEAD PUBLIC LIBRARY BOARD OF TRUSTEES (TO-BE-DETERMINED)

ADJOURN MOTION TO ADJOURN Quinn moved to adjourn the meeting, Salazar seconded. The motion passed.

Being no further business, the meeting adjourned at 11: 07 a.m.

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