

City of Sheboygan
2018-09-12

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Minutes Mead Public Library Board Bylaws Committee Wednesday, September 12, 2018

The meeting of the Mead Public Library (MPL) Bylaws Committee was held on Wednesday, September 12, 2018 in The Board room. Present Committee Members: MPL Board President Maeve Quinn (acting chair), MPL Finance Officer Chair Dolcye Johnson, and Chris Campe. Staff members present: Director Garrett Erickson. Absent Committee Members: Kathie Norman, committee chair.

OPENING OF MEETING: CALL TO ORDER AND DETERMINATION OF QUORUM. Quinn called the meeting to order at 3: 46 p.m. She determined there was a quorum present.

APPROVAL OF MINUTES Johnson moved to approve the Bylaws Committee minutes for the February 5, 2015 meeting; Quinn seconded motion.

The motion passed.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION: LIBRARY BOARD BYLAWS DOCUMENT
Committee discussed the issue of city council liaison currently being appointed for 3 year terms on the library board, while being elected to council for 2 year terms. It was decided that Quinn will talk with council liaison Mary Lynne Donohue to request that the city amend ordinance 58 - 33 to appoint 1 year rather than
3.

Johnson moved that appointments made for a vacancy with an unexpired term will be appointed for the duration of the current term. Quinn seconded. The motion passed. Language will read: Appointments to unexpired terms are for the duration of that term. All appointees serve to the end of their term or until their successors are duly appointed and confirmed.

Johnson moved and Quinn seconded that this statement will be added to the Bylaws document: Any member who consistently fails to attend meetings without just cause, or provide notification to the board president or library director of an impending absence, may be censured by a two-thirds vote of the entire board. The president notifies the mayor, or accordingly, the county administrator. The motion passed.

Johnson moved and Quinn seconded that this statement will be added to the bylaws document under article IV, section III: Meeting quorum will reflect only the seats that are currently appointed. The motion passed.

The committee discussed what tasks the finance committee should carry out on a regular basis. The committee could not come to a consensus.

Accordingly, duties language in the bylaws document will remain as it is.

Johnson moved that the IT Committee be changed to ad-hoc, and the Marketing and Services Committee be changed to a standing committee. Quinn seconded. The motion passed.

Erickson will check with Chuck Adams to determine if MPL board members are covered by insurance currently or whether an indemnification clause is needed in the bylaws.

PROCESS FOR UPDATING LIBRARY STRATEGIC PLAN It was determined that the chair of each standing committee and the president will start the process of updating the strategic plan. Library administration will determine the timeline. From there, it will be brought back to other library board committees and to the full board for approval.

UPCOMING MEETINGS FUTURE MEAD PUBLIC LIBRARY BYLAWS AGENDA ITEMS

NEXT MEETING TIME, DATE, LOCATION TBD

ADJOURN MOTION TO ADJOURN Campe moved to adjourn. Johnson seconded. The motion passed.

Being no further business, the meeting adjourned at 4: 35 p.m.

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