

UNAPPROVED
MINUTES OF THE MEETING
OF THE
MEAD PUBLIC LIBRARY
BOARD OF TRUSTEES
April 28, 2011

The meeting of the Mead Public Library Board of Trustees was held on Thursday, April 28, 2011 in the Josephine A. Rocca Meeting Room. Present Board Members: Ms. Quinn, presiding; Mrs. Johnson, Ms. Montemayor, Mr. Morgan, Mr. Nelson, Mrs. Quicker, Mrs. Segalle, Mr. Stauber Soik, Ms. Wortche, and Mr. Zelp. Board members attending but whose terms have not yet begun: Ald. Sampson and Mr. Zylman. Staff Members Present: Ms. Capizzi, Ms. Winkle, and Mr. Zehfus.

1. Ms. Quinn called the meeting to order at 3:30 p.m. and determined there was a quorum present.

2. Ms. Quinn led the Board in the Pledge of Allegiance.

3. There was no public comment.

4. Ms. Montemayor **moved** to approve the minutes of March 24, 2011. Mr. Nelson **seconded** the motion. The minutes were **approved**, 8 – 0 – 2. Abstaining: Mr. Morgan and Mrs. Segalle.

5. There was no correspondence, announcements or referrals.

6. Ms. Quinn distributed and read aloud resolutions in honor of the service of retiring library trustees Mrs. Quicker and Mr. Zelp. Mrs. Segalle **moved** to adopt the resolutions. **Seconded** by Ms. Montemayor. The motion to adopt **passed**, 10 – 0. Copies will be forwarded to the City Council and County Board as appropriate.

Ms. Quinn **moved** to bring item #15 forward. **Seconded** by Ms. Montemayor. The motion **passed**, 10 – 0.

15. Mrs. Quicker and Mr. Zelp both made brief remarks to the Board about their years of service to Mead Public Library (MPL), the Library Board and their hopes for the library's future.

Ms. Quinn reminded the Board that the May meeting will begin at 3:45 p.m. and invited Board members to bring treats to share before the meeting begins.

7. Ms. Quinn introduced the new members of the Board: Mr. Morgan, Ald. Sampson, and Mr. Zylman. Mr. Morgan is completing a vacant, partial term that expires on April 3, 2012. The

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other two new trustees' terms begin on May 1 and end on April 30, 2014. Alderman Sampson will be the liaison between the Common Council and the Board. Mr. Zylman is the new representative from the Sheboygan County Board of Supervisors. Ms. Quinn and Mr. Nelson were re-appointed to the Board. Ms. Montemayor remains on the Board to finish her term but is no longer the Aldermanic representative.

8. Ms. Quinn introduced review and possible action to amend the contract between the Library Board and Library Director in order to incorporate the March 2011 Library Director position description. Ms. Montemayor **moved** to amend the contract. **Seconded** by Mr. Nelson. Discussion followed. The motion **passed**, 8 – 1 – 1. Voting no: Mrs. Segalle. Abstaining: Mr. Morgan.

9. The Board received the 2010 Summary Annual Report.

10. Ms. Quinn began review and possible action on the 2010 Annual Report to the Library Board, including authorization for further distribution. Ms. Montemayor **moved** to accept the 2010 Annual Report and authorize its distribution. Mr. Nelson **seconded** the motion. The motion passed, 10 – 0.

11. Maintenance of Effort (MoE) Compliance:

- a. Ms. Winkle reported that the League of Municipalities has reiterated its support for MoE elimination. The Wisconsin library community is seeking to separate the MoE legislation from the Governor's budget bill.

12. Committee Reports:

a. Finance Committee Report:

1. Mr. Nelson reported on the Finance Committee meeting of April 26, 2011. Phase 1 of the HVAC Project is nearing completion. The building resealing project contracted to Jos. Schmitt is scheduled to begin the week of May 10th. There were two year end donations to MPL totaling \$1,750 to be used for the immediate needs of the library. Action will be taken on them next month.
2. Mr. Nelson introduced review and possible action on installation of replacement carpeting in the second floor public service area. The Finance Committee recommended that the Board approve the project. Mr. Nelson **moved** to approve the re-carpeting project treating it as a recurring expense. **Seconded** by Mrs. Johnson. The motion **passed**, 10 – 0.

b. Financial Report:

1. Mr. Nelson **moved** that the Board approve paying current expenditures, including payroll and recurring expenditures. **Seconded** by Mrs. Johnson. The motion **passed**, 10 – 0.
2. Mr. Zehfus introduced the April 2011 budget status report.
3. Mr. Zehfus introduced a Line Item Transfer. Mr. Nelson **moved** to approve the Line Item Transfer related to the re-carpeting project approved earlier in the meeting: \$5949 from Future Capital to Building & Grounds. **Seconded** by Mrs. Johnson. The motion **passed**, 10 – 0.
4. Mr. Zehfus distributed a Donation Investment spreadsheet, the 850 expenditure report and read the report of gifts received. Gifts received: Sherry Smith \$100 for Summer Library Program and \$100 for Cool Picks; John R. and Maggie Quinn \$50 in memory of Betty Quinn for poetry books.

13. Director's Report:

- a. Ms. Winkle reported that MPL is participating in the UW-Whitewater study with the City. Various City employees are being interviewed looking for ways to be more efficient and to remove redundancies. Ms. Winkle has already been interviewed. Mr. Zehfus, Mr. Gort, and Mr. Dalhaimer of the MPL staff have been selected to represent the Library in various interview opportunities in early May. The community survey will begin after the organizational review component is complete.
- b. Ms. Winkle reported that the WRS employee required contribution change is still on hold. The judge's order was that no action was to be taken on the matter until a decision is reached. There is no idea when the contribution change will be implemented at this time.
- c. Ms. Winkle reported that MPL had responded to the salary information request from the Sheboygan Press. The newspaper has stated its intent to publish some of the information in the paper and post the rest online as in recent years.

14. Liaison Reports:

- a. Mr. Nelson reported attending the April 18th Eastern Shores Library System (ESLS) listening session with State Senator Joe Leibham. Ms. Quinn, Ms. Wortche and Mrs. Segalle had also attended, as did Mr. Zehfus. Mr. Nelson distributed an e-mail

summary of the meeting from Mr. Weinhold. The main point it makes is that MoE is not an unfunded mandate but a condition of membership in a library consortium. Also, funding for the state's library systems and the Badger network comes from the Universal Service Fund and is not a drain on the General Purpose Revenue Fund.

The ESLS Board held its regular meeting on Monday. The Board passed a resolution to send a letter to the Attorney General asking for timely issuance of its opinion on MoE compliance. The ESLS Board also voted to continue discussions with Fond Du Lac Public Library about it becoming a member of EasiCat.

- b. Ms. Quinn reported that the Renaissance Society's reception for the Sheboygan Reads program with author Jerry Apps was enjoyed by all who attended.
- c. Mrs. Quicker reported that the Friends has requested an updated wish list from MPL. During National Library Week the Friends distributed personalized Milky Way candy bars to the staff. It is also gearing up for the big annual book sale to be held in July.

15. Was brought forward previously.

16. Mrs. Quicker **moved** to adjourn. Mr. Zelpe **seconded** the motion. The motion **passed**, 10 – 0. Ms. Quinn adjourned the meeting at 4:59 p.m.

Sharon Winkle, Secretary