

UNAPPROVED
MINUTES OF THE MEETING
OF THE
MEAD PUBLIC LIBRARY
BOARD OF TRUSTEES
August 26, 2010

The meeting of the Mead Public Library Board of Trustees was held on Thursday, August 26, 2010 in the Josephine A. Rocca Meeting Room. Present Board Members: Ald. Montemayor, presiding; Mrs. Johnson, Mrs. Quicker, Mr. Stauber Soik, Mr. Wackowski, Ms. Wortche, and Mr. Zelpe. Absent Board Members: Mr. Nelson, Ms. Quinn, and Mrs. Segalle. Staff Members Present: Ms. Winkle and Mr. Zehfus.

1. Ald. Montemayor called the meeting to order at 3:30 p.m. and determined there was a quorum present.
2. Ald. Montemayor led the Board in the Pledge of Allegiance.
3. There was no public comment.
4. Mr. Zelpe noted that on the minutes of July 22nd he had voted Aye for item 9 – D and had not abstained. Mrs. Quicker **moved** to approve the minutes of July 22nd, 2010 so amended and the minutes of July 29th, 2010 as written. **Seconded** by Mr. Wackowski. The motion **passed**.
5. Ms. Winkle reported that Mrs. Quicker had sent a thank you note to the Board for their card and flowers subsequent to her surgery.
6. Financial Report:
 - a. Mrs. Johnson **moved** that the Board approve paying our vouchers, payroll, and recurring expenses. **Seconded** by Mrs. Quicker. The motion **passed**.
 - b. Mr. Zehfus introduced the August 2010 budget status reports.
 - c. There was one Line Item transfer. Mr. Wackowski **moved** to approve the transfer. Mr. Stauber Soik **seconded** the motion. The motion **passed**.
 - d. Mr. Zehfus distributed a Donation Investment spreadsheet and an 850 expenditure report. There were no gifts to report.
7. Ald. Montemayor stated that a portion of the September 23 Board meeting will be held jointly with the Common Council Finance Committee. Ms. Winkle was asked to formally invite their Chairperson. The main topic of discussion will likely be the 2011 Budget.

8. Ms. Winkle began review and possible action on revision to the “Code of Conduct” language regarding photography in Mead Public Library (MPL). Ms. Winkle outlined the proposed changes. Mr. Wackowski **moved** to approve the revisions to the “Code of Conduct.” **Seconded** by Ald. Montemayor. The motion **passed**.

9. Tabled to the next regular meeting by Ald. Montemayor.

10. Ms. Winkle reported that the Strategic Directions Committee had met on August 2nd. It reviewed the current Strategic Directions and recommended changes for the coming five year period. The revised document had been distributed for review by the Committee and the Library Service Managers will discuss it tomorrow at their meeting.

11. Director’s Report:

a. 2011 Budget Development:

1. Ms. Winkle reported that one staff member has elected to take part in the voluntary retirement incentive program. Their effective date of retirement will be no later than 12/31/2010.
2. Ms. Winkle reported that she and Mr. Zehfus met with Mayor Ryan, City Finance Director Amodeo and Deputy Finance Director Buss for the 2011 Executive Budget Review. There will be a second meeting sometime before October 4th when the Executive Budget is scheduled to be released.

b. Eastern Shores Library System:

1. Ms. Winkle reported that the Sheboygan County Board of Supervisors has approved the Joint Library Planning Committee report, including one amendment adopting the Ozaukee County method of reimbursement for library services for purposes of Sheboygan County’s reimbursement of the services provided by Ozaukee County libraries to Sheboygan County residents.

c. Ms. Winkle distributed a handout of the current wording of the Community Bulletin Board policy that has been in effect since its adoption early this year. The Board had requested a mid-year report on the results of the revised policy. The revised policy is working well.

12. Liaison Reports:

a. There was no Eastern Shores Library System report.

b. Ms. Winkle reported that the Foundation Board of Directors approved a gift not to exceed \$2,595 to purchase chairs for the Maas Teen Learning Center as part of its Furnishings & Equipment (F&E) setup. Ald. Montemayor thanked the Foundation Directors for their help.

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- c. Mrs. Quicker reported that October and November will be very busy for the Friends. In October they will host a reception for the Sheboygan Children's Book Festival. November has both the Dinner with Friends and a big book sale. They are also thinking of an original art raffle as a fund raiser for 2011.
13. There being no further business Ald. Montemayor adjourned the meeting at 4:05 p.m.

Sharon Winkle, Secretary