

**Minutes
Mead Public Library
Board of Trustees
January 23, 2014**

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, January 23, 2014 in The Loft. Present Board of Trustee members were Ms. Quinn, presiding; Mr. Nelson, Ms. Campe, Ald. Carlson, Mrs. Johnson, Mrs. Norman, Mr. Sampson, Mrs. Segalle, and Ms. Wortche. Unable to attend was Mr. Zylman. Staff members present: Mrs. DeAmico, Mr. Erickson, and Ms. Mueller.

1. Quinn called the meeting to order at 3:45 p.m. She determined there was a quorum present.
2. Quinn led the Pledge of Allegiance.
3. **Public Comments**
No public comments at the meeting.
4. Norman moved to approve the minutes of December 19, 2013; Carlson seconded the motion. Segalle abstained; the motion passed.
5. **Correspondence, Announcements, and Common Council Referrals**
Quinn read a thank you note from Mark Zehfus.
6. **Committee Reports**
 - A. **Finance Committee –Nelson, Presiding Pro Tem**
 1. **Report of 1-23-14 meeting**

Nelson started a discussion on the possible change of investment planning for the 850 Everhard/Forrer Fund from the Board of Trustees to the MPL Foundation Board. The Everhard/Forrer Funds are earning interest on a fund balance of close to a million dollars at a rate of under 1% earning only about \$72.00 a month.

Norman shared her research results regarding state statutes and the law and limitations on library boards to invest donations. Proposed changes to the Board of Trustees Finance policy were reviewed on a handout.

Segalle suggested looking into other avenues to invest. Quinn reiterated that state statutes does not allow a library board to invest donations.

Norman will follow up to request a Foundation Board member to give a presentation at a future Board of Trustees meeting.

Nelson complimented Norman for her work on this project. He encouraged all Board members to attend the February Finance Committee meeting.

B. Financial Reports

1. Review and approve payment of expenditures, including payroll

Nelson **moved** to accept payment of current expenditures, including payroll and recurring expenditures; Johnson **seconded** the motion. The motion **carried**.

2. Receive monthly 2013 and 2014 budget status report to date

DeAmico reviewed on a handout the budget status reports for 2013 and 2014.

3. Report of gifts received

Nelson reviewed on a handout the most recent donations to the library.

C. Strategic Directions Committee – Quinn

Quinn summarized that the committee charged Erickson to draft a Strategic Directions plan for the February Board of Trustees meeting.

7. Director's Report – Erickson

A. Update on hiring public services manager

Erickson indicated that ten candidates were scheduled for interviews; two were internal candidates. From these applicants three were granted second interviews. A fourth candidate will be scheduled for an interview. Karin Menzer has offered, after her retirement, to help train the new staff member.

B. Update on organizational restructuring

Erickson answered questions about staff reactions to the organizational restructuring.

C. Facebook statistics

Erickson reviewed on a handout MPL's Facebook page usage and the value of social media to promote our programs and services.

D. Collaboration with UW Sheboygan staff

Erickson said that three dates have been arranged for UW Sheboygan staff to talk with library patrons about what UW services/information could be provided at the library.

E. Zinio online magazine subscriptions

Erickson indicated that our MPL web page now includes over 100 magazines available to customers online through Zinio magazine subscriptions.

F. Annual reports

Erickson described the process and timeline for completing the library's 2013 annual reports.

8. Liaison reports

A. Eastern Shores Library System (ESLS) - Nelson

Library Legislative Day is scheduled for February 11 in Madison.

Nelson read an e-mail from Dave Weinhold regarding the Random Lake Library director's injuries from a fall. A handout regarding a fundraiser was distributed.

The ESLS director search has been reopened with 12 candidates to be reviewed. Nelson invited the MPL Board to the next Search Committee meeting scheduled for Monday, January 27 at 4:30 p.m.

B. Mead Public Library Foundation – Norman

Norman reported that the Foundation Board has authorized payment for a reception for Erickson, DeAmico, Menzer, Zehfus, and the public services manager. A proposed April date is being considered.

C. Friends of Mead Public Library – Erickson

Erickson reported that the Friends Board has committed to a \$6,000 donation to the library for programming. Additionally, they paid \$1,440 for MPL's movie licensing.

A combination of Friends Book Store and event sales resulted in \$12,643 during 2013. The breakdown is book sales \$7,300 and Book Store \$5,400.

Erickson complimented the Friends organization for all their hard work on our behalf.

9. Next meeting: Thursday, February 27, 3:45 p.m. The Loft

10. Adjournment

Sampson made a **motion** to adjourn the meeting; Segalle **seconded**. Motion **passed**.
Quinn adjourned the meeting at 4:40 p.m.

Information items: December statistics